

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

Changing Lives,
Creating Futures

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Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

Phone: 225-922-2800

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www.lctcs.edu

TO: Dr. Monty Sullivan
LCTCS President

FROM: Dr. Paul Carlsen
Chief Content Officer

SUBJECT: Program Revisions and Additions at Delgado Community College

DATE: 03/28/2017

FOR BOARD ACTION:

Recommendation: Staff recommends that the Board approve the program revisions and additions listed below.

Program Revisions to be Delivered 100% through Distance Education Technology

- 1. Associate of Arts (AA) in Criminal Justice (CIP 43.0107) - 4 STARS
2. Certificate of Technical Studies (CTS) in Logistics Technology (CIP 52.0203) - 5 STARS

Program Revisions

- 3. Associate of Applied Science (AAS) in Hospitality Management (CIP 52.0901) - 4 STARS

Program Additions

- 4. Technical Competency Area (TCA) in Juvenile Justice (CIP 43.0110) - 4 STARS
5. Technical Competency Area (TCA) in Homeland Security (CIP 43.0110) - 4 STARS
6. Technical Competency Area (TCA) in Water Production Operator I (CIP 15.0506) - 4 STARS
7. Technical Competency Area (TCA) in Water Production Operator II (CIP 15.0506) - 4 STARS
8. Technical Competency Area (TCA) in Water Production Operator III (CIP 15.0506) - 4 STARS
9. Technical Competency Area (TCA) in Water Production Operator IV (CIP 15.0506) - 4 STARS
10. Technical Competency Area (TCA) in Water Treatment Operator I (CIP 15.0506) - 4 STARS
11. Technical Competency Area (TCA) in Water Treatment Operator II (CIP 15.0506) - 4 STARS
12. Technical Competency Area (TCA) in Water Treatment Operator III (CIP 15.0506) - 4 STARS

APPROVED

LCTCS BOARD OF SUPERVISORS

Signature and date: 4/12/17

13. Technical Competency Area (TCA) in Water Treatment Operator IV (CIP 15.0506) – **4 STARS**
14. Technical Competency Area (TCA) in Water Distribution Operator I (CIP 15.0506) – **4 STARS**
15. Technical Competency Area (TCA) in Water Distribution Operator II (CIP 15.0506) – **4 STARS**
16. Technical Competency Area (TCA) in Water Distribution Operator III (CIP 15.0506) – **4 STARS**
17. Technical Competency Area (TCA) in Water Distribution Operator IV (CIP 15.0506) – **4 STARS**
18. Technical Competency Area (TCA) in Wastewater Collection Operator I (CIP 15.0506) – **4 STARS**
19. Technical Competency Area (TCA) in Wastewater Collection Operator II (CIP 15.0506) – **4 STARS**
20. Technical Competency Area (TCA) in Wastewater Collection Operator III (CIP 15.0506) – **4 STARS**
21. Technical Competency Area (TCA) in Wastewater Collection Operator IV (CIP 15.0506) – **4 STARS**
22. Technical Competency Area (TCA) in Wastewater Treatment Operator I (CIP 15.0506) – **4 STARS**
23. Technical Competency Area (TCA) in Wastewater Treatment Operator II (CIP 15.0506) – **4 STARS**
24. Technical Competency Area (TCA) in Wastewater Treatment Operator III (CIP 15.0506) – **4 STARS**
25. Technical Competency Area (TCA) in Wastewater Treatment Operator IV (CIP 15.0506) – **4 STARS**
26. Certificate of Technical Studies (CTS) in Human Resources Assistant (CIP 52.1001) – **5 STARS**
27. Certificate of Technical Studies (CTS) in Real Estate Professional (CIP 52.1501) – **4 STARS**
28. Certificate of Technical Studies (CTS) in Digital Photography (CIP 50.0605) – **3 STARS**

**Background:** Every fall, DCC reviews all hybrid programs (i.e., those offered 50-99% via distance education) to determine which can be offered 100% online. This review identified that the AA in Criminal Justice and CTS in Logistics Technology can be offered 100% online, which will open the programs to new markets.

The revisions for the AAS in Hospitality Management will provide greater opportunity for specialization by offering new concentrations in beverage management, meeting and event management, and catering management.

The new TCAs in Juvenile Justice and Homeland Security will be fully embedded in the existing AA in Criminal Justice program, and will provide for greater opportunities for

specialization and provide meaningful credentials for those individuals who do not finish the full AA program.

The TCAs in Water/Wastewater Technology have been developed with the New Orleans Sewage and Water Board to help train future workers to meet the infrastructure needs of New Orleans.

The CTS in Human Resources Assistant and the CTS in Real Estate Professional will both be fully embedded with the AAS in Business and Management. The CTS in Digital Photography will be fully embedded within the AAS in Visual Communication-Graphic Design.

**Fiscal Impact:** There are no anticipated expenditures associated with these revisions and additions. Faculty and resources are already allocated under existing programs.

**History of Prior Actions:** There is a history of revising and adding program to better meet student and workforce needs.

**Benefits to the System:** These revisions and additions will allow DCC to better meet student and workforce needs.

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

4-12-17  
**Date**

**CURRICULUM AND PROGRAM DEVELOPMENT**

615 City Park Avenue  
New Orleans, LA 70119  
(504) 671-5445 FAX (504) 483-4326  
www.dcc.edu

March 21, 2017

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

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

Dear Dr. Carlsen:

The following items from Delgado Community College are submitted to the Board of Supervisors for possible consideration at the May 10, 2017 Board Meeting:

Change of Classification for an instructional program previously authorized to be delivered via Distance Learning Technologies:

Associate of Arts:  
Criminal Justice  
(CIP Code: 43.0107)  
4 Stars

Justification: The Associate of Arts degree in Criminal Justice at Delgado Community College has been offered since 1975. The A.A. degree program was approved to be offered via Distance Learning Technologies by the Board of Supervisors of the Louisiana Community and Technical College System, February 14, 2007; and, subsequently by the Board of Regents for Louisiana Higher Education in March of 2007. The program is currently listed in the Board of Regents Inventory of Degree and Certificate programs as "Hybrid – 50 percent to 99 percent on-line." This request is to change the designation *from* "Hybrid – 50 percent to 99 percent on-line" *to* "Online – 100 percent online." No curricular modifications are presented for review or action; however, since 2007, all of the courses comprising the instructional program may now be completed on-line, so a change in official designation on the Inventory of Degree and Certificate programs and on the Louisianaonline.org website is requested.

Curriculum Attached

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Request to Offer an Existing Instructional Program via Distance Education Technologies:

Certificate of Technical Studies:

Logistics Management  
(CIP Code: 52.0203)  
5 stars

Justification: The Logistics Technology program is designed to prepare students for a multitude of career opportunities in distribution, transportation, and manufacturing organizations. The program is designed to equip students with the knowledge and skills to address the current and future supply-chain needs within today's industries. Graduates of the certificate program qualify for positions in governmental agencies, manufacturing, and service organizations. Employment opportunities include entry-level positions in materials management, warehousing, inventory, and as transportation coordinators. The C.T.S. in Logistics Technology may be completed 100 percent via Distance Learning Technologies, and no curricular modifications to the existing program are requested.

Curriculum Attached

New Instructional Programs:

Technical Competency Area:

Juvenile Justice  
(CIP Code: 43.0110)  
4 stars

Justification: The twelve (12) credit hour Technical Competency Area for Juvenile Justice will prepare completers to specialize in the provision of correction services to underage minor populations. The proposed T.C.A. will include instruction in corrections, juvenile delinquency, juvenile development and psychology, juvenile law and justice administration, social services, record-keeping procedures, and communication skills. Currently there are job openings available for well-trained Juvenile Justice workers in the Greater New Orleans area. The College has offered a successful degree program in Criminal Justice since 1975. Packaging the courses as a recognized Technical Competency Area will allow students to demonstrate successful completion of an organized set of courses, designed as an entry point to the existing Associate of Arts in Criminal Justice. Enrollment in the courses is healthy, and packaging these as a TCA will cause no additional expenditure of funds for the College.

Curriculum Attached

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PAGE THREE

Technical Competency Area:

Homeland Security  
(CIP Code: 43.0110)  
4 stars

Justification: The twelve (12) credit hour Technical Competency Area for Homeland Security is designed to prepare completers for entry level positions in jobs focusing on security policy, planning and operations dedicated to the protection of U.S. territory, assets, infrastructure, institutions, and citizens from external threats. The proposed T.C.A. will include instruction in national security policy, government relations, intelligence, law enforcement, security technology, communications and information technology, homeland security planning and operations, disaster planning, and applications to specific threat scenarios. Currently there are job openings available in various aspects of Homeland Security or Unified Public Safety (law enforcement, fire science, emergency medical responders, natural disaster, and terrorism response and counter-cause) in the Greater New Orleans area. The College has offered a successful degree program in Criminal Justice since 1975. Packaging the courses as a recognized Technical Competency Area will allow students to demonstrate successful completion of an organized set of courses, designed as an entry point to the existing Associate of Arts in Criminal Justice. Enrollment in the courses is healthy, and packaging these as a TCA will cause no additional expenditure of funds for the College.

Curriculum Attached

Technical Competency Areas:

Water Production, Water Treatment, Water Distribution, Wastewater Collection, Wastewater Treatment  
(CIP Code: 15.0506)  
4 stars

Justification: Delgado Community College proposes a series of twenty (20) individual Technical Competency Areas (TCAs) in the areas of: Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment. Each TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. Includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation.

The goal of the Technical Competency Areas is to prepare completers for the State of Louisiana water and wastewater operator examinations at all levels. Instruction in each TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the first level operator examination in Water Production Operator, Water Treatment Operator, Water Distribution Operator, Wastewater Collection Operator, and/or Wastewater Treatment Operator make the completer immediately eligible for entry into the local, regional, state, federal, public or private water or wastewater service entity. The goal of the twenty (20) Technical Competency Areas is to develop a highly trained and highly skilled workforce for water production treatment, and distribution operators, and wastewater collection and treatment operators, with opportunities for advancement and skills and certification required to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

The Technical Competency Areas, and the courses comprising these TCAs, were developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. A key point of attraction is that a high school student can enroll at the College, complete one of the level courses, sit for the state certification exam, and if successful, be hired as a member of the Region's workforce. The entry-level salary is between \$10 and \$14 per hour plus health benefits. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

Technical Competency Areas (TCAs):

- Water Production Operator I
- Water Production Operator II
- Water Production Operator III
- Water Production Operator IV
- Water Treatment Operator I
- Water Treatment Operator II
- Water Treatment Operator III
- Water Treatment Operator IV
- Water Distribution Operator I
- Water Distribution Operator II
- Water Distribution Operator III
- Water Distribution Operator IV
- Wastewater Collection Operator I
- Wastewater Collection Operator II
- Wastewater Collection Operator III
- Wastewater Collection Operator IV
- Wastewater Treatment Operator I
- Wastewater Treatment Operator II
- Wastewater Treatment Operator III
- Wastewater Treatment Operator IV

Curriculum Attached: Each T.C.A. is addressed individually in the attached documents

Certificate of Technical Studies

Human Resource Assistant

(CIP Code: 52.1001)

5 stars

Justification: Creation of a twenty-one (21) credit hour Certificate of Technical Studies program in Human Resources Assistant. Human resources specialists recruit, screen, interview, and place workers. They also may handle human resources work in a variety of other areas, such as employee relations, payroll and benefits, and training. The purpose of this certificate program is to provide students with the skills they need for an entry-level position in H.R. such as HR Clerk, H.R. Assistant I and/or HR Coordinator. All courses comprising the proposed C.T.S. are embedded within an existing Associate of Applied Science degree program, Business and Management. Packaging these courses as an exit point within the existing A.A.S. program will cause no expenditure of funds for the College.

Curriculum Attached



Certificate of Technical Studies:

Real Estate Professional

(CIP Code: 52.1501)

3 stars

Justification: The proposed C.T.S. will build on the existing T.C.A., allowing students to continue their educational and personal advancement goals while working in the Real Estate profession. The proposed C.T.S. will provide a fundamental overview of the real estate industry and the skills required to be successful in the profession. The proposed program is ideal for individuals seeking to expand their competencies related to careers as real estate agents, brokers, property managers, and other specialties. Real estate brokers and sales agents help clients buy, sell, and rent properties. Brokers and agents do the same type of work, but brokers are licensed to manage their own real estate businesses. Sales agents must work with a broker. A majority, about 57 percent, of real estate brokers and agents were self-employed in 2010. Although they often work long and irregular hours, many are able to set their own schedules. Employment of real estate brokers and sales agents is expected to grow 11 percent from 2010 to 2020, about as fast as the average for all occupations. Job opportunities will fluctuate with the economy and are, like many other sales occupations, highly dependent on personal drive, motivation, and sales ability of the individual real estate broker or sales agent. Currently, the College offers a T.C.A. level and an Associate degree level program using courses for Real Estate Sales Agents; offering the Certificate level program will provide a multi-level bridge: from T.C.A. to C.T.S., and finally to A.A.S.

Curriculum Attached

Certificate of Technical Studies:

Digital Photography

(CIP Code: 50.0605)

3 stars

Justification: The goal of this program is to provide students with an educational experience that will prepare them for a career or career specialization in digital photography, to include digital image capture, editing, and publishing. Additionally, students completing the proposed Certificate of Technical Studies program will have mastered the knowledge required to take certification examination as administered by Adobe Photoshop. The proposed program will allow students to explore options in digital imaging technologies, of which digital photography is a sub-set. New Orleans continues to be one of the nation's top-ranked cities for event, architectural, and travel photography, and with the increased emphasis in the field of digital media, there is an identified need for professional skills in digital photography. According to the U.S. Bureau of Labor Statistics, the demand for skilled digital photographers is expected to

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grow 13 percent between 2010 and 2020. This rate of growth is consistent with other occupations. The Georgetown University Center on Education and the Workforce predicts moderate growth in the photography/digital photography area; however, notes that skills in this area cross various occupational and career fields. The curriculum is embedded within the existing Associate of Applied Science degree program in Visual Communication-Graphic Design, and is designed to provide students with a recognized set of skills for entry into the digital photography/digital media workforce as a terminal goal, or to continue toward attainment of the Associate degree for advancement/specialization in their chosen field. The proposed C.T.S. can be offered at no additional cost to the College.

Curriculum Attached

Program Revision:

Associate of Applied Science in Hospitality Management  
(CIP Code: 52.0901)  
4 stars

Creation of a New Concentration:

Beverage Management

Justification: Creation of an additional concentration within the A.A.S. degree in Hospitality Management, Beverage Management. The concentration is designed to assist student enter career fields in the operation of bars, lounges, sporting venues, private clubs, and coffee/tea shops.

Curriculum Attached

Program Revision:

Associate of Applied Science in Hospitality Management  
(CIP Code: 52.0901)  
4 stars

Creation of a New Concentration:

Meeting and Event Management

Justification: Creation of an additional concentration within the A.A.S. degree in Hospitality Management, Meeting and Event Management. The concentration is designed to assist students enter career pathways leading to supervisory or managerial positions with logistics, convention services, and meeting management businesses.

Curriculum Attached

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Program Revision:

Associate of Applied Science in Hospitality Management  
(CIP Code: 52.0901)  
4 stars

Creation of a New Concentration:

Catering Management

Justification: Creation of an additional concentration within the A.A.S. degree in Hospitality Management, Catering Management. The concentration is designed to assist students enter career pathways leading to supervisory or managerial positions with institutional, managed services, or private catering.

Curriculum Attached

Program Revision:

Associate of Applied Science in Hospitality Management  
(CIP Code: 52.0901)  
4 stars

Change of Concentration Title:

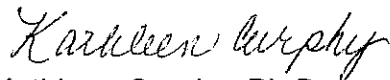
*From Food and Beverage Management to Restaurant Management*

Justification: Revised title more accurately reflects contemporary industry standards and terminology, and better reflects the student learning outcomes of the program.

Curriculum Attached

If you require any additional information, please do not hesitate to contact Tim Stamm, Dean Library/Executive Director of Curriculum and Program Development at (504) 671-5482. Thank you for your consideration of this request.

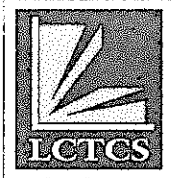
Sincerely,



Kathleen Curphy, Ph.D.  
Vice Chancellor, Academic Affairs & College Provost

Enclosure

HG/ts



# LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

## New Program and Curriculum Modification Form

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

<b>AWARD LEVEL(S)</b>	
Award Level(s): <input type="checkbox"/> Associate of Applied Science (A.A.S.) <input type="checkbox"/> Associate of Science (A.S.) <input checked="" type="checkbox"/> Associate of Arts (A.A.) <input type="checkbox"/> Other Associate Degree Name: _____	<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: Criminal Justice, Associate of Arts			
CIP: 43.0107	Credit Hours: 60	Contact Hours: 900	Award Level: A.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

<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>
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No changes are requested to the program's curriculum. The Associate of Arts degree in Criminal Justice at Delgado Community College has been offered since 1975. The A.A. degree program was approved to be offered via Distance Learning Technologies by the Board of Supervisors of the Louisiana Community and Technical College System, February 14, 2007; and, subsequently by the Board of Regents for Louisiana Higher Education in March of 2007. The program is currently listed in the Board of Regents Inventory of Degree and Certificate programs as "Hybrid – 50 percent to 99 percent on-line." This request is to change the designation *from* "Hybrid – 50 percent to 99 percent on-line" *to* "Online – 100 percent online." While no curricular modifications are presented for review or action, the College notes that since 2007, all of the courses comprising the instructional program may now be completed on-line, so a change in official designation on the Inventory of Degree and Certificate programs and on the Louisianaonline.org website is requested.

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

All of the courses comprising the instructional program may currently be completed on-line, however, the official designation on the Inventory of Degree and Certificate programs and on the Louisianaonline.org website lists the program as "Hybrid – 50 percent to 99 percent online." A change of classification to "Online – 100 percent online" is requested.

IMPLEMENTATION DATE (Semester and Year)

Spring 2017 (201720)

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION

Main Campus

All Campuses

Sites (list below)

Site 1:

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

<b>PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)</b>		
<input checked="" type="checkbox"/> Use Existing Faculty #: _____	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
<b>MINIMUM CREDENTIALS REQUIRED FOR FACULTY</b>		
Education: Master's degree, with 18 graduate credit hours in Criminal Justice	Experience:	Certification:

<b>ANTICIPATED ENROLLMENT: N/A</b>					
<b>Students</b>	<b>Year One</b>	<b>Year Two</b>	<b>Year Three</b>	<b>Year Four</b>	<b>Year Five</b>
<u>DAY</u>					
<u>EVENING</u>					
Describe Process for Attaining & Estimating Enrollment:					

<b>PROGRAM ACCREDITATION:</b>		
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:		

<b>DESCRIBE IMPLEMENTATION COSTS (Include Faculty, Facilities, Library Resources, etc.)</b>
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)

<b>Subject Code</b>	<b>Course Number</b>	<b>Course Title</b>	<b>Lecture Hours</b>	<b>Lab Hours</b>	<b>Contact Hours</b>	<b>Credit Hours</b>
<b>First Semester</b>						
CRJU	101	Introduction to Policing	3	0	3	3
CRJU	105	Introduction to Criminal Justice	3	0	3	3
ENGL	101	English Composition I	3	0	3	3
MATH	120	Contemporary Math	3	0	3	3
		Fine Arts Requirement	3	0	3	3
<b>Second Semester</b>						
CRJU	103	Introduction to Corrections	3	0	3	3
CRJU	160	Criminal Law	3	0	3	3
		Approved CRJU Elective	3	0	3	3
ENGL	102	English Composition II	3	0	3	3
SOCI	151	Introduction to Sociology	3	0	3	3
<b>Third Semester</b>						
CRJU	162	The Judicial Process	3	0	3	3
CRJU	209	Criminology	3	0	3	3
		Approved CRJU Elective	3	0	3	3
		Natural Science Requirement	3	0	3	3
PSYC POLI	127 180	Introduction to Psychology OR Introduction to American Government	3	0	3	3

Fourth Semester						
		Approved CRJU Elective	3	0	3	3
CRJU	203	Evidence	3	0	3	3
		Humanities Requirement	3	0	3	3
		Natural Science Requirement	3	0	3	3
		Social/Behavioral Science Requirement	3	0	3	3

**SIGNATURES:**

*Kathleen Murphy*  
 \_\_\_\_\_  
 College Chief Academic Officer

*Janet [Signature]*  
 \_\_\_\_\_  
 College Chief Executive Officer

*3/22/17*  
 \_\_\_\_\_  
 Date

*3/24/17*  
 \_\_\_\_\_  
 Date



## 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**  
Delgado Community College
2. **Name, Phone and Email Address of contact person for questions regarding this request**  
Tim Stamm, Executive Director Curriculum and Program Development  
(504) 671-5482  
[tstamm@dcc.edu](mailto:tstamm@dcc.edu)
3. **Name of Degree Program and CIP Classification**  
Associate of Arts – Criminal Justice  
CIP Code: 43.0107
4. **List the initial date of implementation**  
The Associate of Arts degree in Criminal Justice at Delgado Community College has been offered since 1975. The A.A. degree program was approved to be offered via Distance Learning Technologies by the Board of Supervisors of the Louisiana Community and Technical College System, February 14, 2007; and, subsequently by the Board of Regents for Louisiana Higher Education in March of 2007. The program is currently listed in the Board of Regents Inventory of Degree and Certificate programs as “Hybrid – 50 percent to 99 percent on-line.” This request is to change the designation *from* “Hybrid – 50 percent to 99 percent on-line” *to* “Online – 100 percent online.” No curricular modifications are presented for review or action; however, since 2007, all of the courses comprising the instructional program may now be completed on-line, so a change in official designation on the Inventory of Degree and Certificate programs and on the Louisianaonline.org website is requested.
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.**  
Delgado Community College in New Orleans, Louisiana is fully accredited by the Southern Association of Colleges and Schools – Commission on Colleges (SACSCOC). Degree and Certificate programs offered are authorized by the Louisiana Community & Technical College System (LCTCS) and the Board of Regents for Louisiana Higher Education. In addition to meeting the rigorous requirements set forth by SACSCOC, all programs eligible for professional association accreditation have passed the review process and possess accredited status.
6. **Briefly describe the extent to which the program will be offered via distance learning.**  
The A.A. in Criminal Justice may be completed 100 percent via Distance Learning Technologies. The program is designed for students whose career interests are in law enforcement, law, and corrections, the Criminal Justice program provides preparation for direct entry into the workforce, for transfer to senior colleges, and for professional advancement.
7. **Describe distance learning technologies which will be used to offer the proposed program.**  
Delgado Community Colleges uses the CANVAS learning management system for all courses and instructional program offered via Distance Education Technologies.
8. **Indicate where (city/town and parish) the proposed program will be offered.**  
Currently, courses and program offerings available via on-line learning technologies may be accessed anywhere by students with an active connection to the World Wide Web.

**9. Describe processes in place to ensure that students have structured access to faculty.**

The College provides regular access to all student services and student/faculty interaction through Distance Education technologies. Faculty teaching sections of courses via Distance Education must follow guidelines established by the College in providing opportunities for student interaction for classwork and for individual consultation. The College's Policy, AA.2122.2.D: Workload Requirements for Full-time Faculty, defines the requirement for holding office hours: "Full-time faculty members are required to post 10 office hours per week. These office hours must be at times convenient for students and must be at least 30 minutes in length." Adjunct faculty, as defined in the Faculty Handbook: Adjunct Faculty Workload Requirements/Responsibilities, must adhere to following regarding office hours: "hold office hours in the amount of (30) minutes per lecture/lab course." Additionally, the College's Quality Enhancement Plan (QEP) submitted to and approved by the Commission on Colleges in 2008, titled "Going the Distance: Improving Distance Learning in a Climate of Recovery, Regeneration, and Transformation," provides detailed information regarding faculty training, responsibilities, and expectations for teaching at a distance; as well, as quality assurances and controls for all course sections taught via Distance Learning Technologies. In addition to faculty roles, responsibilities, and support mechanisms, the QEP outlined student pre-assessment responsibilities and identified student academic support services specifically targeted to the distance education student. The information contained in the QEP was institutionalized at the College, upon final approval of the project by the Commission on Colleges with submission and acceptance of the Fifth Year Interim Report in September, 2011.

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.

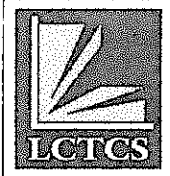
Delgado Community College is authorized by the Commission on Colleges of the Southern Association of Colleges and Schools to offer instructional programs via Distance Learning Technologies at 50 percent or more, and is not required to seek prior approval when initiating distance education for existing instructional programs at 50 percent or more (notification, via summary report is required). This information is on-file with the Board of Regents since 2007.

  
\_\_\_\_\_  
Provost/ Vice Chancellor for Academic Affairs

5-22-17  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Campus Head (or Authorized Signature)

\_\_\_\_\_  
System Head (or Authorized Signature)



# LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

## New Program and Curriculum Modification Form

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

<b>AWARD LEVEL(S)</b>	
Award Level(s): <input 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"/> Technical Diploma (T.D.) <input type="checkbox"/> Technical Competency Area (T.C.A.) <input checked="" 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: Logistics Technology, Certificate of Technical Studies			
CIP: 52.0203	Credit Hours: 18	Contact Hours: 270	Award Level: C.T.S.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

**DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)**

This request is to offer the existing instructional program in Logistics Technology via Distance Learning Technologies. The C.T.S. in Logistics Technology may be completed 100 percent via Distance Learning Technologies. The Logistics Technology program is designed to prepare students for a multitude of career opportunities in distribution, transportation, and manufacturing organizations. The program is designed to equip students with the knowledge and skills to address the current and future supply-chain needs within today's industries. Graduates of the certificate program qualify for positions in governmental agencies, manufacturing, and service organizations. Employment opportunities include entry-level positions in materials management, warehousing, inventory, and as transportation coordinators.

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

Coursework in the existing C.T.S. program may be completed 100 percent via Distance Education Technologies. Requesting authorization to offer the program on-line will allow the College and the State to promote the program as available to students in its entirety on-line.

**IMPLEMENTATION DATE (Semester and Year)**

Fall 2017 (201810)

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

Main Campus

All Campuses

Sites (list below)

Site 1:

Site 2:

Site 3:

Site 4:

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input checked="" type="checkbox"/> 5 Stars	<input type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: _____	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Undergraduate degree (Baccalaureate or Associate) in Logistics or Logistics Management	Experience:	Certification: Logistics Certification as issued by the Manufacturing Skills Standards Council

<b>ANTICIPATED ENROLLMENT: N/A</b>					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>					
<u>EVENING</u>					
Describe Process for Attaining & Estimating Enrollment:					

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

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

<b>PROGRAM CURRICULUM</b>						
(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)						
<b>Subject Code</b>	<b>Course Number</b>	<b>Course Title</b>	<b>Lecture Hours</b>	<b>Lab Hours</b>	<b>Contact Hours</b>	<b>Credit Hours</b>
<b>First Semester</b>						
MANG	206	Introduction to Logistics	3	0	3	3
MANG	208	Transportation Management	3	0	3	3
MANG	220	Introduction to Operations Management	3	0	3	3
<b>Second Semester</b>						
MANG	229	Supply Chain Management	3	0	3	3
MANG	230	Warehouse and Inventory Management	3	0	3	3
MANG	265	Manufacturing Logistics	3	0	3	3

**SIGNATURES:**

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

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

3-22-17  
 \_\_\_\_\_  
 Date

3/24/17  
 \_\_\_\_\_  
 Date

# 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)

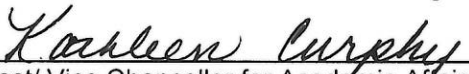
1. **University or College**  
Delgado Community College
2. **Name, Phone and Email Address of contact person for questions regarding this request**  
Tim Stamm, Executive Director Curriculum and Program Development  
(504) 671-5482  
[tstamm@dcc.edu](mailto:tstamm@dcc.edu)
3. **Name of Degree Program and CIP Classification**  
Certificate of Technical Studies: Logistics Technology  
CIP Code: 52.0203
4. **List the initial date of implementation**  
The Certificate of Technical Studies in Logistics Technology was originally approved by the Louisiana Community and Technical College System, and was entered into the Board of Regents Inventory of Degree and Certificate programs in 2004.
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.**  
Delgado Community College in New Orleans, Louisiana is fully accredited by the Southern Association of Colleges and Schools – Commission on Colleges (SACSCOC). Degree and Certificate programs offered are authorized by the Louisiana Community & Technical College System (LCTCS) and the Board of Regents for Louisiana Higher Education. In addition to meeting the rigorous requirements set forth by SACSCOC, all programs eligible for professional association accreditation have passed the review process and possess accredited status. No differences exist in the instructional content or student learning outcomes for the C.T.S. in Logistics Technology as taught face-to-face and via Distance Learning Technologies.
6. **Briefly describe the extent to which the program will be offered via distance learning.**  
The C.T.S. in Logistics Technology may be completed 100 percent via Distance Learning Technologies. The Logistics Technology program is designed to prepare students for a multitude of career opportunities in distribution, transportation, and manufacturing organizations. The program is designed to equip students with the knowledge and skills to address the current and future supply-chain needs within today's industries. Graduates of the certificate program qualify for positions in governmental agencies, manufacturing, and service organizations. Employment opportunities include entry-level positions in materials management, warehousing, inventory, and as transportation coordinators.
7. **Describe distance learning technologies which will be used to offer the proposed program.**  
Delgado Community Colleges uses the CANVAS learning management system for all courses and instructional program offered via Distance Education Technologies.
8. **Indicate where (city/town and parish) the proposed program will be offered.**  
Currently, courses and program offerings available via on-line learning technologies may be accessed anywhere by students with an active connection to the World Wide Web.

**9. Describe processes in place to ensure that students have structured access to faculty.**

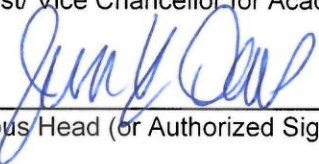
The College provides regular access to all student services and student/faculty interaction through Distance Education technologies. Faculty teaching sections of courses via Distance Education must follow guidelines established by the College in providing opportunities for student interaction for classwork and for individual consultation. The College's Policy, AA.2122.2.D: Workload Requirements for Full-time Faculty, defines the requirement for holding office hours: "Full-time faculty members are required to post 10 office hours per week. These office hours must be at times convenient for students and must be at least 30 minutes in length." Adjunct faculty, as defined in the Faculty Handbook: Adjunct Faculty Workload Requirements/Responsibilities, must adhere to following regarding office hours: "hold office hours in the amount of (30) minutes per lecture/lab course." Additionally, the College's Quality Enhancement Plan (QEP) submitted to and approved by the Commission on Colleges in 2008, titled "Going the Distance: Improving Distance Learning in a Climate of Recovery, Regeneration, and Transformation," provides detailed information regarding faculty training, responsibilities, and expectations for teaching at a distance; as well, as quality assurances and controls for all course sections taught via Distance Learning Technologies. In addition to faculty roles, responsibilities, and support mechanisms, the QEP outlined student pre-assessment responsibilities and identified student academic support services specifically targeted to the distance education student. The information contained in the QEP was institutionalized at the College, upon final approval of the project by the Commission on Colleges with submission and acceptance of the Fifth Year Interim Report in September, 2011.

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.

Delgado Community College is authorized by the Commission on Colleges of the Southern Association of Colleges and Schools to offer instructional programs via Distance Learning Technologies at 50 percent or more, and is not required to seek prior approval when initiating distance education for existing instructional programs at 50 percent or more (notification, via summary report is required). This information is on-file with the Board of Regents since 2007.

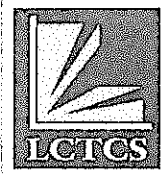
  
\_\_\_\_\_  
Provost/ Vice Chancellor for Academic Affairs

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Campus Head (or Authorized Signature)

  
\_\_\_\_\_  
System Head (or Authorized Signature)





# 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 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 Name: _____	<input type="checkbox"/> Technical Diploma (T.D.) <input checked="" 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: Juvenile Justice, Technical Competency Area			
CIP: 43.0110	Credit Hours: 12	Contact Hours: 240	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

Delgado Community College proposes a twelve (12) credit hour Technical Competency Area for Juvenile Justice. Instructional programs in Juvenile Justice prepare completers to specialize in the provision of correction services to underage minor populations. The proposed T.C.A. will include instruction in corrections, juvenile delinquency, juvenile development and psychology, juvenile law and justice administration, social services, record-keeping procedures, and communication skills.

Upon successful completion of the Technical Competency Area, the student will be able to:

- ✓ Explain the historical perspectives of the juvenile justice system, as it relates to law enforcement
- ✓ Explain the methods used by law enforcement personnel to effectively address juvenile issues within a community
- ✓ Describe the legal issues and procedures related to the application of the penal code in juvenile justice

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

The United States Department of Labor notes that "employment of juvenile justice officers/specialists is expected to increase by 4 percent through the year 2020." The Georgetown Center on Education and the Workforce does not predict growth for the area of juvenile justice, but does note the importance of correction reform, especially as it relates to juvenile populations. In most states, on-job-training is required for entry, and the Center is encouraged that many states have initiated formal education/training requirements for juvenile justice workers. Currently there are job openings available for well-trained Juvenile Justice workers in the Greater New Orleans area, and the Louisiana Community and Technical College System notes the profession with a star rating of 4. Delgado has offered a successful degree program in Criminal Justice since 1975. Packaging the courses as a recognized Technical Competency Area will allow students to demonstrate successful completion of an organized set of courses, designed as an entry point to the existing Associate of Arts in Criminal Justice. Enrollment in the courses is healthy, and packaging these as a TCA will cause no additional expenditure of funds for the College.

IMPLEMENTATION DATE (Semester and Year)	Fall 2017 (201810)
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SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>4</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Master's degree in Criminal Justice, Criminology, or Police Administration, with 18 graduate semester hours in the discipline	Experience:	Certification:

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>114</u>	<u>126</u>	<u>126</u>	<u>134</u>	<u>142</u>
<u>EVENING</u>	<u>76</u>	<u>84</u>	<u>84</u>	<u>90</u>	<u>95</u>
Describe Process for Attaining & Estimating Enrollment:	Anticipated enrollment is based on historical enrollment data (unduplicated headcount for fall semesters, spring semesters, and summer sessions) for the gateway courses required in the proposed T.C.A. (CRJU-105 and CRJU-246). Total enrollment projections were reduced by 30 percent to exclude students who may be taking Criminal Justice courses for career exploration and/or personal enrichment.				

<b>PROGRAM ACCREDITATION:</b>		
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:		

<b>DESCRIBE IMPLEMENTATION COSTS (include Faculty, Facilities, Library Resources, etc.)</b>
<p>All courses comprising the proposed T.C.A. in Juvenile Justice are existing courses at the College used in the existing Associate of Arts degree program in Criminal Justice, and enrollment in these courses is healthy. Packaging these as a TCA will cause no additional expenditure of funds for the College as existing faculty, both full-time and part-time, already teach the courses comprising the proposed program. Courses comprising the proposed T.C.A. are taught in existing general purpose classrooms at the College. The College Library holds 447 print monographs (books), 1,646 electronic books, and 143 audio-visual/e-Media resources directly related to Criminal Justice, and its subset of Juvenile Justice. The College subscribes to the following print serials (journals): Corrections Today, Journal of Criminal Justice, Criminology, Criminology and Public Policy, Criminal Justice Research, and Criminal Justice Review. In addition to print serials, the College subscribes to the following databases, with full-text access to scholarly peer-reviewed articles: <i>Criminal Justice Abstracts</i>; <i>International Security and Counter-Terrorism Reference Center</i>, and Academic Search Premier and Lexis-Nexis Academic (combined these two databases provide access to 59 individual serial titles).</p>

<b>PROGRAM CURRICULUM</b>						
(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)						
Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
CRJU	105	Introduction to Criminal Justice	3	0	3	3
SOCI	155	Social Problems	3	0	3	3

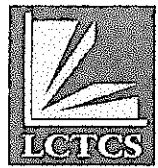
Second Semester						
CRJU	246	Juvenile Justice System	3	0	3	3
CRJU	298	Criminal Justice Practicum	2	5	7	3

**SIGNATURES:**

*Kathleen Murphy*  
 \_\_\_\_\_  
 College Chief Academic Officer

*Samuel Jones*  
 \_\_\_\_\_  
 College Chief Executive Officer

*3-22-17*  
 \_\_\_\_\_  
 Date  
*SDH/12*  
 \_\_\_\_\_  
 Date



# LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

## New Program and Curriculum Modification Form

**TYPE OF PROPOSED CHANGE**

New Program

Curriculum Modification

**AWARD LEVEL(S)**

Award Level(s):

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

Associate of Science (A.S.)

Associate of Arts (A.A.)

Other Associate Degree

Name: \_\_\_\_\_

Technical Diploma (T.D.)

Technical Competency Area (T.C.A.)

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

Certificate of Applied Science (C.A.S.)

Certificate of General Studies (C.G.S.)

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

Name: H, Technical Competency Area

CIP: 43.0110

Credit Hours: 12

Contact Hours: 180

Award Level: T.C.A.

Name:

CIP:

Credit Hours:

Contact Hours:

Award Level:

Name:

CIP:

Credit Hours:

Contact Hours:

Award Level:

Name:

CIP:

Credit Hours:

Contact Hours:

Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

Delgado Community College proposes a twelve (12) credit hour Technical Competency Area for Homeland Security. Instructional programs in Homeland Security prepare completers for entry level positions in jobs focusing on security policy, planning and operations dedicated to the protection of U.S. territory, assets, infrastructure, institutions, and citizens from external threats. The proposed T.C.A. will include instruction in national security policy, government relations, intelligence, law enforcement, security technology, communications and information technology, homeland security planning and operations, disaster planning, and applications to specific threat scenarios.

Upon successful completion of the Technical Competency Area, the student will be able to:

- ✓ Identify key events and explain critical issues in the historical development of the United States Intelligence Community
- ✓ Discuss the concepts and ideas associated with the subjects of intelligence, terrorism, and national security
- ✓ Discuss the ethics and integrity challenges associated with homeland security
- ✓ Describe homeland security management principles, tools, and applications, as these relate to the Criminal Justice field

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

The United States Department of Labor notes that "employment of security officers/specialists is expected to increase by 4 percent through the year 2020." The Georgetown Center on Education and the Workforce notes that the term 'homeland security' is often too broad to collect data to make predictions, preferring the term 'unified public safety.' Unified Public Safety encompasses law enforcement (criminal justice), fire protection (fire science), and emergency medical technician (responders and paramedics), as well as natural disaster and terrorism response and counter-cause professionals. The Center predicts steady employment opportunities and moderate growth for positions in Unified Public Safety, with policy, fire, and EMT showing stronger growth outlook. Currently there are job openings available in various aspects of Unified Public Safety in the Greater New Orleans area, and the Louisiana Community and Technical College System notes the profession with a star rating of 4. The college has offered a successful degree program in Criminal Justice since 1975. Packaging the courses as a recognized Technical Competency Area will allow students to demonstrate successful completion of an organized set of courses, designed as an entry point to the existing Associate of Arts in Criminal Justice. Enrollment in the courses is healthy, and packaging these as a TCA will cause no additional expenditure of funds for the College.

IMPLEMENTATION DATE (Semester and Year)	Fall 2017 (201810)
---	--------------------

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>4</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Master's degree in Criminal Justice, Criminology, or Police Administration, with 18 graduate semester hours in the discipline	Experience:	Certification:

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>25</u>	<u>28</u>	<u>30</u>	<u>31</u>	<u>37</u>
<u>EVENING</u>	<u>16</u>	<u>19</u>	<u>20</u>	<u>21</u>	<u>25</u>



ANTICIPATED ENROLLMENT:	
Describe Process for Attaining & Estimating Enrollment:	Anticipated enrollment is based on historical enrollment data (unduplicated headcount for fall semesters, spring semesters, and summer sessions) in the course CRJU-110: Introduction to Terrorism. Total enrollment projections were based on the CRJU-110 course, as this course is typically completed by students expressing an interest in Homeland Security/Emergency Management.

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.)
<p>All courses comprising the proposed T.C.A. in Homeland Security are existing courses at the College used in the existing Associate of Arts degree program in Criminal Justice, and enrollment in these courses is healthy. Packaging these as a TCA will cause no additional expenditure of funds for the College as existing faculty, both full-time and part-time, already teach the courses comprising the proposed program. Courses comprising the proposed T.C.A. are taught in existing general purpose classrooms at the College. The College Library holds 447 print monographs (books), 1,646 electronic books, and 143 audio-visual/e-Media resources directly related to Criminal Justice, and its subset of Juvenile Justice. The College subscribes to the following print serials (journals): Corrections Today, Journal of Criminal Justice, Criminology, Criminology and Public Policy, Criminal Justice Research, and Criminal Justice Review. In addition to print serials, the College subscribes to the following databases, with full-text access to scholarly peer-reviewed articles: <i>Criminal Justice Abstracts</i>; <i>International Security and Counter-Terrorism Reference Center</i>, and Academic Search Premier and Lexis-Nexis Academic (combined these two databases provide access to 59 individual serial titles).</p>

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
CRJU	101	Introduction to Policing	3	0	3	3
CRJU	105	Introduction to Criminal Justice	3	0	3	3
CRJU	110	Introduction to Terrorism	3	0	3	3
<b>Second Semester</b>						
CRJU	169	Special Topics in Criminal Justice	3	0	3	3

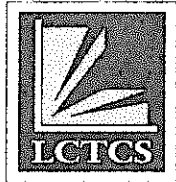
**SIGNATURES:**

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

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

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date



**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 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"/> Technical Diploma (T.D.) <input checked="" 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: Water Production Operator I, Technical Competency Area			
CIP:15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Production Operator I examination. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the first level operator examination in Water Production Operator makes the completer immediately eligible for entry into the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. A key point of attraction is that a high school student can enroll at the College, complete one of the level courses, sit for the state certification exam, and if successful, be hired as a member of the Region's workforce. The entry-level salary is between \$10 and \$14 per hour plus health benefits. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)	Summer 2018 (201830)
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SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
<u>EVENING</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the entry-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

<b>PROGRAM ACCREDITATION:</b>	
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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	106	Water Production Operator I	3	0	3	3

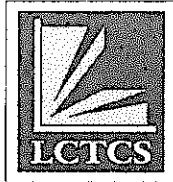
**SIGNATURES:**

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

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

3/22/17  
 Date

3/24/17  
 Date



# 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 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"/> Technical Diploma (T.D.) <input checked="" 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: Water Production Operator II, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Production Operator II examination. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the second level operator examination in Water Production Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)



SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
<u>EVENING</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the second entry-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	107	Water Production Operator II	3	0	3	3

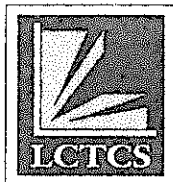
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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"/> Technical Diploma (T.D.) <input checked="" 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: Water Production Operator III, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Production Operator examination, level III. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the third level operator examination in Water Production Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
<u>EVENING</u>	<u>10</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the mid-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	108	Water Production Operator III	3	0	3	3

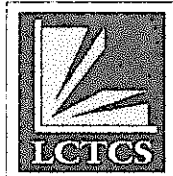
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

## New Program and Curriculum Modification Form

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

AWARD LEVEL(S)	
Award Level(s): <input 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"/> Technical Diploma (T.D.) <input checked="" 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: Water Production Operator IV, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Production Operator examination, level IV. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the highest level operator examination in Water Production Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

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IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)



SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>10</u>	<u>12</u>	<u>15</u>	<u>15</u>
<u>EVENING</u>	<u>10</u>	<u>10</u>	<u>12</u>	<u>15</u>	<u>15</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the highest-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	109	Water Production Operator IV	3	0	3	3

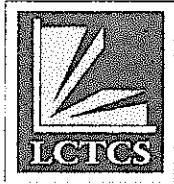
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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"/> Technical Diploma (T.D.) <input checked="" 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: Water Treatment Operator I, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Treatment Operator Level I examination. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the first level operator examination in Water Treatment Operator makes the completer immediately eligible for entry into the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water treatment operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. A key point of attraction is that a high school student can enroll at the College, complete one of the level courses, sit for the state certification exam, and if successful, be hired as a member of the Region's workforce. The entry-level salary is between \$10 and \$14 per hour plus health benefits. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)	Summer 2018 (201830)
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SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
<u>EVENING</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the entry-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

<b>PROGRAM ACCREDITATION:</b>	
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:	

<b>DESCRIBE IMPLEMENTATION COSTS</b> (Include Faculty, Facilities, Library Resources, etc.)
The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

<b>PROGRAM CURRICULUM</b> (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)						
Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	111	Water Treatment Operator I	3	0	3	3

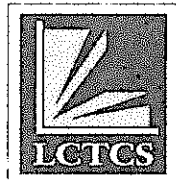
**SIGNATURES:**

Kathleen Murphy  
College Chief Academic Officer

Paul Davis  
College Chief Executive Officer

3/22/17  
Date

3/24/17  
Date



# 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 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"/> Technical Diploma (T.D.) <input checked="" 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: Water Treatment Operator II, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Treatment Operator examination, level II. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the second level operator examination in Water Treatment Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)



SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
<u>EVENING</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the second entry-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	112	Water Treatment Operator II	3	0	3	3

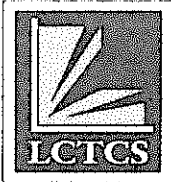
**SIGNATURES:**

*Karalynn Purphy*  
 \_\_\_\_\_  
 College Chief Academic Officer

*Jimmy [Signature]*  
 \_\_\_\_\_  
 College Chief Executive Officer

*3/22/17*  
 \_\_\_\_\_  
 Date

*3/24/12*  
 \_\_\_\_\_  
 Date



# 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 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"/> Technical Diploma (T.D.) <input checked="" 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: Water Treatment Operator III, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Treatment Operator examination, level III. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the third level operator examination in Water Treatment Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
<u>EVENING</u>	<u>10</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the mid-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	113	Water Treatment Operator III	3	0	3	3

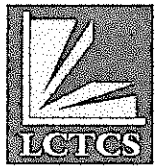
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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"/> Technical Diploma (T.D.) <input checked="" 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: Water Treatment Operator IV, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Treatment Operator examination, level IV. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the highest level operator examination in Water Treatment Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)



SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>10</u>	<u>12</u>	<u>15</u>	<u>15</u>
<u>EVENING</u>	<u>10</u>	<u>10</u>	<u>12</u>	<u>15</u>	<u>15</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the highest-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	If YES, please provide projected accreditation/licensure/certification date:
Type/Name of Program Accreditation, Licensure or Certification Required:	

<b>DESCRIBE IMPLEMENTATION COSTS</b> (Include Faculty, Facilities, Library Resources, etc.)
The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

<b>PROGRAM CURRICULUM</b>						
(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)						
Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	114	Water Treatment Operator IV	3	0	3	3

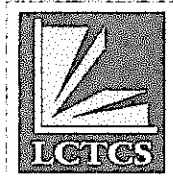
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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 Name: _____	<input type="checkbox"/> Technical Diploma (T.D.) <input checked="" 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: Water Distribution Operator I, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Distribution Operator I examination. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the first level examination in Water Distribution Operator makes the completer immediately eligible for entry into the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. A key point of attraction is that a high school student can enroll at the College, complete one of the level courses, sit for the state certification exam, and if successful, be hired as a member of the Region's workforce. The entry-level salary is between \$10 and \$14 per hour plus health benefits. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)	Summer 2018 (201830)
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SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
<u>EVENING</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the entry-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

<b>PROGRAM ACCREDITATION:</b>	
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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	116	Water Distribution Operator I	3	0	3	3

**SIGNATURES:**

*Kathleen Murphy*  
 \_\_\_\_\_  
 College Chief Academic Officer

*John Y. Davis*  
 \_\_\_\_\_  
 College Chief Executive Officer

*3/22/17*  
 \_\_\_\_\_  
 Date

*3/24/17*  
 \_\_\_\_\_  
 Date



**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 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 Name: _____	<input type="checkbox"/> Technical Diploma (T.D.) <input checked="" 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: Water Distribution Operator II, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Distribution II examination. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the second level operator examination in Water Distribution Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)



SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
<u>EVENING</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the second entry-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	117	Water Distribution Operator II	3	0	3	3

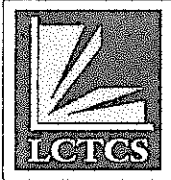
**SIGNATURES:**

Kathleen Murphy  
 College Chief Academic Officer

[Signature]  
 College Chief Executive Officer

3/22/17  
 Date

3/24/17  
 Date



**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 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 Name: _____	<input type="checkbox"/> Technical Diploma (T.D.) <input checked="" 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: Water Distribution Operator III, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Distribution Operator examination, level III. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the third level examination in Water Distribution Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
<u>EVENING</u>	<u>10</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the mid-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	118	Water Distributuion Operator III	3	0	3	3

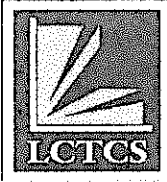
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

## New Program and Curriculum Modification Form

**TYPE OF PROPOSED CHANGE**

New Program

Curriculum Modification

**AWARD LEVEL(S)**

Award Level(s):

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

Associate of Science (A.S.)

Associate of Arts (A.A.)

Other Associate Degree

Name: \_\_\_\_\_

Technical Diploma (T.D.)

Technical Competency Area (T.C.A.)

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

Certificate of Applied Science (C.A.S.)

Certificate of General Studies (C.G.S.)

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

Name: Water Distribution Operator IV, Technical Competency Area

CIP: 15.0506

Credit Hours: 3

Contact Hours: 45

Award Level: T.C.A.

Name:

CIP:

Credit Hours:

Contact Hours:

Award Level:

Name:

CIP:

Credit Hours:

Contact Hours:

Award Level:

Name:

CIP:

Credit Hours:

Contact Hours:

Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Water Distribution Operator examination, level IV. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the highest level operator examination in Water Distribution Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)



SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>10</u>	<u>12</u>	<u>15</u>	<u>15</u>
<u>EVENING</u>	<u>10</u>	<u>10</u>	<u>12</u>	<u>15</u>	<u>15</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the highest-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)


Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	119	Water Distribution Operator IV	3	0	3	3

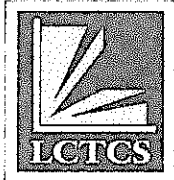
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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 Name: _____	<input type="checkbox"/> Technical Diploma (T.D.) <input checked="" 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: Wastewater Collection Operator I, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Wastewater Collection Operator Level I examination. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the first level operator examination in Wastewater Collection Operator makes the completer immediately eligible for entry into the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water treatment operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. A key point of attraction is that a high school student can enroll at the College, complete one of the level courses, sit for the state certification exam, and if successful, be hired as a member of the Region's workforce. The entry-level salary is between \$10 and \$14 per hour plus health benefits. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)	Summer 2018 (201830)
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SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
<u>EVENING</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the entry-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

<b>PROGRAM ACCREDITATION:</b>	
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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	121	Wastewater Collection Operator I	3	0	3	3

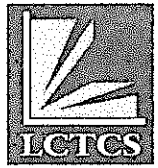
**SIGNATURES:**

Kathleen Murphy  
 College Chief Academic Officer

John Y. Jew  
 College Chief Executive Officer

3/24/17  
 Date

3/24/17  
 Date



# 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 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"/> Technical Diploma (T.D.) <input checked="" 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: Wastewater Collection Operator II, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Wastewater Collection Operator examination, level II. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the second level operator examination in Wastewater Collection Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)



SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
<u>EVENING</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the second entry-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	122	Wastewater Collection Operator II	3	0	3	3

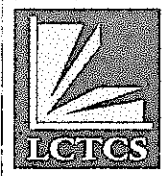
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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"/> Technical Diploma (T.D.) <input checked="" 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: Wastewater Collection Operator III, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Wastewater Collection Operator examination, level III. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the third level operator examination in Wastewater Collection Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to addresses needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
<u>EVENING</u>	<u>10</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the mid-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	123	Wastewater Collection Operator III	3	0	3	3

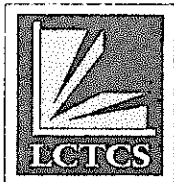
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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 Name: _____	<input type="checkbox"/> Technical Diploma (T.D.) <input checked="" 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: Wastewater Collection Operator IV, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Wastewater Collection Operator examination, level IV. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the highest level operator examination in Wastewater Collection Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)



SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>10</u>	<u>12</u>	<u>15</u>	<u>15</u>
<u>EVENING</u>	<u>10</u>	<u>10</u>	<u>12</u>	<u>15</u>	<u>15</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the highest-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	124	Wastewater Collection Operator IV	3	0	3	3

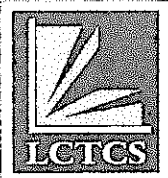
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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 Name: _____	<input type="checkbox"/> Technical Diploma (T.D.) <input checked="" 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: Wastewater Treatment Operator I, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Wastewater Treatment Operator I examination. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the first level examination in Wastewater Treatment Operator makes the completer immediately eligible for entry into the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. A key point of attraction is that a high school student can enroll at the College, complete one of the level courses, sit for the state certification exam, and if successful, be hired as a member of the Region's workforce. The entry-level salary is between \$10 and \$14 per hour plus health benefits. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)	Summer 2018 (201830)
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SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
<u>EVENING</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the entry-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

<b>PROGRAM ACCREDITATION:</b>	
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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	126	Wastewater Treatment Operator I	3	0	3	3

**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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 <b>Name:</b> _____	<input type="checkbox"/> Technical Diploma (T.D.) <input checked="" 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: Wastewater Treatment Operator II, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Wastewater Treatment Operator II examination. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the second level operator examination in Wastewater Treatment Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)



SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
<u>EVENING</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>30</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the second entry-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	121	Wastewater Treatment Operator II	3	0	3	3

**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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"/> Technical Diploma (T.D.) <input checked="" 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: Wastewater Treatment Operator III, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Wastewater Treatment Operator examination, level III. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the third level examination in Wastewater Treatment Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
<u>EVENING</u>	<u>10</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the mid-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	128	Wastewater Treatment Operator III	3	0	3	3

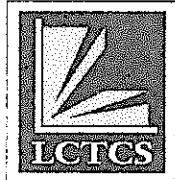
**SIGNATURES:**

*Kathleen Purphy*  
 \_\_\_\_\_  
 College Chief/Academic Officer

*[Signature]*  
 \_\_\_\_\_  
 College Chief Executive Officer

*3/22/17*  
 \_\_\_\_\_  
 Date

*3/24/17*  
 \_\_\_\_\_  
 Date



# 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 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"/> Technical Diploma (T.D.) <input checked="" 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: Wastewater Treatment Operator IV, Technical Competency Area			
CIP: 15.0506	Credit Hours: 3	Contact Hours: 45	Award Level: T.C.A.
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

The proposed TCA will be comprised of one (1) three-credit hour course. Instruction in water production and collection prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using water storage, waterpower, and wastewater treatment systems. The proposed TCA includes instruction in water storage, power and/or treatment systems and equipment; testing and inspection procedures; system maintenance procedures; and report preparation. The goal of the Technical Competency Area is to prepare completers for the State of Louisiana Wastewater Treatment Operator examination, level IV. Instruction in this TCA provides students with the opportunity to master competencies required to successfully sit for and pass the state examination. Successful completion of each level requires one year of work in the field before the student may attempt the next level examination. Successful completion of the highest level operator examination in Wastewater Treatment Operator makes the completer immediately eligible for advancement in the local, regional, state, federal, public or private water or wastewater service entity. The goal of the proposed TCA is to develop a highly trained and highly skilled workforce for water operators to meet contemporary workforce needs. After successfully completing each of the proposed TCAs, the student will have foundational knowledge and will have mastered the competencies as developed by the Louisiana Department of Health and Hospitals.

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

The proposed Technical Competency Area was developed in conjunction with The New Orleans Sewerage and Water Board to address needs for the training and selection of a qualified and educated workforce. At the local, regional, and state level there is an understaffed, aging, and retiring water operator workforce. This set of technical competencies has been developed based on the needs expressed by the New Orleans Sewerage and Water Board and several public and private entities that hold concerns about the present and future of our water services. At any given time, there are a couple of hundred jobs in the water services sector in the Greater New Orleans Region, and the turnover rate is high due to several factors, such as employees retiring, moving to higher paying jobs upon completing upper-level certifications, or leaving the field due to the demanding nature of the work. The goal is to establish a continuous flow of workers to the Region to keep up with the turnover. The jobs are virtually recession proof and workers can advance to higher paying positions by completing additional instruction and certification.

IMPLEMENTATION DATE (Semester and Year)

Summer 2018 (201830)



SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input checked="" type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Certification in Water Production, Water Treatment, Water Distribution, Wastewater Collection, and Wastewater Treatment	Experience:	Certification: Louisiana State Department of Health and Hospitals Certification Water Production Operator I-IV, recognized LDHH trainer

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>10</u>	<u>12</u>	<u>15</u>	<u>15</u>
<u>EVENING</u>	<u>10</u>	<u>10</u>	<u>12</u>	<u>15</u>	<u>15</u>
Describe Process for Attaining & Estimating Enrollment:	Projections of estimated enrollment are based on anticipated job openings at the highest-level position. Data provided by the New Orleans Sewerage and Water Board indicate average vacancies at any given time of approximately 10 to 20.				

PROGRAM ACCREDITATION:	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Is Program Accreditation, Licensure or Certification Required?	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.)

The New Orleans Sewerage and Water Board has volunteered to host courses at their uptown facility and to provide tours of the facility in the hopes of attracting prospective students and future employees. Currently, Delgado has three (3) full-time faculty members who have been trained to teach courses in Water/Wastewater Technology. Library and instructional resources in Water/Wastewater are present as sub-sets of materials used for: Civil and Construction Applied Engineering, Instrumentation and Controls, and general health, safety, and the physical sciences collection. Currently, the Library holds 132 resources, in print and electronic formats, directly related to Water and Wastewater Technology instruction.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
WWTC	129	Wastewater Treatment Operator IV	3	0	3	3

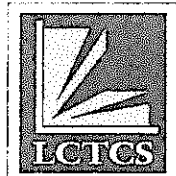
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

## New Program and Curriculum Modification Form

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

AWARD LEVEL(S)	
Award Level(s): <input 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 Name: _____	<input type="checkbox"/> Technical Diploma (T.D.) <input type="checkbox"/> Technical Competency Area (T.C.A.) <input checked="" 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.)

NAME OF PROGRAM(S) and AWARD LEVEL(S)			
Name: Human Resources Assistant, Certificate of Technical Studies			
CIP: 52.1001	Credit Hours: 21	Contact Hours: 315	Award Level: C.T.S.
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

Delgado Community College proposes a twenty-one (21) credit hour Certificate of Technical Studies program in Human Resources Assistant. Human resources specialists recruit, screen, interview, and place workers. They also may handle human resources work in a variety of other areas, such as employee relations, payroll and benefits, and training. The purpose of this certificate program is to provide students with the skills they need for an entry-level position in H.R. such as HR Clerk, H.R. Assistant I and/or HR Coordinator.

Specifically, graduates of the proposed program will be able to:

- ✓ create HR reports using word, excel, access, and power point
- ✓ provide information regarding wages, opportunities for promotion, and employee benefits;
- ✓ maintain confidential files on employees;
- ✓ provide administrative support for various employee compensation and benefits activities;
- ✓ collect labor market data;
- ✓ research reports that are generated from multiple sources which may include the internet
- ✓ assist with HR processes including recruiting and staffing, training & development, and work place health, safety and security

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

Students in the proposed program will learn the basics of what a Human Resource Office does, legal issues related to labor law, interviewing techniques, team building and supervision. All of the courses comprising the Human Resource Assistant Certificate of Technical Studies can be applied towards an Associate of Applied Science degree in Business and Management with a Concentration in Human Resource Management/Leadership. All courses are existing at the College, and are offered on a regular basis. Delgado Community College has never offered a Certificate of Technical Studies program in Human Resources Assistant; however, does offer an existing Associate of Applied Science degree in Business and Management, with a Concentration in Human Resources Management/Leadership. The existing A.A.S. program has a long history at the College, and is designed to provide students with the skills and competencies required to enter the workforce immediately upon completion of degree, as opposed to transfer to a related baccalaureate degree program. Students wishing to pursue a transfer path have two options with existing degree programs: the

Associate of Science in Business Administration and/or the Associate of Arts Louisiana Transfer, with a Concentration in Business. All courses comprising the proposed Certificate of Technical Studies are applicable to the A.A.S. in Business & Management. Employment of human resources specialists is expected to grow 21 percent from 2010 to 2020, faster than the average for all occupations. Job opportunities should be good overall, especially in the employment services industry. All courses comprising the proposed C.T.S. are currently offered at the College, and the proposed C.T.S. can be offered at no additional cost to the College.

IMPLEMENTATION DATE (Semester and Year)	Fall 2017 (201810)
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SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
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<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
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Site 1:
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Site 2:
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Site 3
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Site 4:
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LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )
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<input checked="" type="checkbox"/> 5 Stars	<input type="checkbox"/> 4 Stars	<input type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star
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PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
---	--	--

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

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
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Education: Master's degree in Human Resources Management, with 18 graduate credit hours of coursework in Human Resources Management	Experience:	Certification:
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ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>15</u>	<u>15</u>	<u>15</u>	<u>20</u>	<u>20</u>
<u>EVENING</u>	<u>0</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
Describe Process for Attaining & Estimating Enrollment:		Enrollment numbers are based on historical enrollment data for students enrolled in gateway course.			

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	If YES, please provide projected accreditation/licensure/certification date: Accreditation falls under umbrella accreditation by ATMAE, and the new exit point to the existing A.A.S. will not require a separate site visit.
Type/Name of Program Accreditation, Licensure or Certification Required:	Accreditation Council for Business Schools and Programs (ACBSP) 7007 College Boulevard, Suite 420 Overland Park, KS 66211 913-339-9356 <a href="http://www.acbsp.org">www.acbsp.org</a>

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

No new costs are associated with program implementation. The program faculty are existing, as is the coursework. Courses in the Business and Management subject areas are taught in existing general purpose classrooms at the College; in addition to general purpose classrooms, several computer teaching classrooms and learning laboratories are used exclusively by the Business programs for instruction and student learning activities. Delgado Community College operates full-service libraries at all campuses and instructional sites. The *Moss Memorial Library* at Delgado Community College serves as the main depository for the collection of information resources. Currently, college-wide, the collection consists of a total of 360,519 resources including: 150,314 monographs (books), 565 serials (periodicals), 618 audio-visual resources, and 209,022 electronic resources (75,885 e-journals, and 133,137 e-books). Currently, there are 7,083 items available for circulation, directly related to Business and Management. In addition the following electronic databases, Academic Search Complete, Business Source Complete, Arts & Sciences Collection I-IV (JSTOR), Entrepreneurship (ProQuest), and Regional Business News, provide access to full-text scholarly and peer-reviewed items for use by library patrons.

**PROGRAM CURRICULUM**

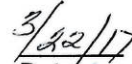

(Use the template below or insert separate attachment; all modifications should include the OLD and NEW curriculum with changes appropriately noted so that it is visually clear what has been added, deleted and/or changed)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
ENGL	101	English Composition I	3	0	3	3
MANG	131	Human Resources Management	3	0	3	3
MANG	201	Principles of Management	3	0	3	3
BUSG	178	Business Communication	3	0	3	3

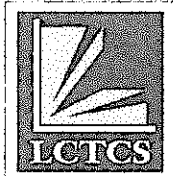
Second Semester						
BUSG	210	Business Ethics	3	0	3	3
BUSL	214	Employment Law	3	0	3	3
BUSG	224	Business Computer Applications	3	0	3	3

**SIGNATURES:**

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

  
 \_\_\_\_\_  
 Date  
  
 \_\_\_\_\_  
 Date





# 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 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 Name: _____	<input type="checkbox"/> Technical Diploma (T.D.) <input type="checkbox"/> Technical Competency Area (T.C.A.) <input checked="" 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: Real Estate Professional, Certificate of Technical Studies			
CIP: 52.1501	Credit Hours: 18	Contact Hours: 270	Award Level: C.T.S.
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP	Credit Hours	Contact Hours:	Award Level:
Name:			
CIP	Credit Hours	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

Delgado Community College proposes an eighteen (18) credit hour Certificate of Technical Studies program in Real Estate Professional. The proposed Certificate of Technical Studies (C.T.S.) program provides learners with the education required to obtain a real estate salespersons license. RLST-161: Principles of Real Estate and RLST-261: Louisiana Real Estate Law meet the Louisiana Real Estate Commission's pre-education hours required to sit for the Louisiana Real Estate Salesperson examination, and currently comprise a Technical Competency Area (T.C.A.). The proposed C.T.S. will build on the existing T.C.A., allowing students to continue their educational and personal advancement goals while working in the Real Estate profession. The proposed C.T.S. will provide a fundamental overview of the real estate industry and the skills required to be successful in the profession. The proposed program is ideal for individuals seeking to expand their competencies related to careers as real estate agents, brokers, property managers, and other specialties. Real estate brokers and sales agents help clients buy, sell, and rent properties. Brokers and agents do the same type of work, but brokers are licensed to manage their own real estate businesses. Sales agents must work with a broker. A majority, about 57 percent, of real estate brokers and agents were self-employed in 2010. Although they often work long and irregular hours, many are able to set their own schedules

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

Currently, the College offers a Technical Competency Area (T.C.A.) in Real Estate Sales Agent comprised of two-courses (six credit hours) embedded within the proposed C.T.S.; and, all courses comprising the proposed C.T.S. can be applied toward the existing Associate of Applied Science degree in Business and Management, with a Concentration in Real Estate. The existing A.A.S. program has a long history at the College, and is designed to provide students with the skills and competencies required to enter the workforce immediately upon completion of degree, as opposed to transfer to a related baccalaureate degree program. Students wishing to pursue a transfer path have two options with existing degree programs: the Associate of Science in Business Administration and/or the Associate of Arts Louisiana Transfer, with a Concentration in Business. Employment of real estate brokers and sales agents is expected to grow 11 percent from 2010 to 2020, about as fast as the average for all occupations. Job opportunities will fluctuate with the economy and are, like many other sales

occupations, highly dependent on personal drive, motivation, and sales ability of the individual real estate broker or sales agent. Currently, the College offers a T.C.A. level and an Associate degree level program using courses for Real Estate Sales Agents; offering the Certificate level program will provide a multi-level bridge: from T.C.A. to C.T.S., and finally to A.A.S.

IMPLEMENTATION DATE (Semester and Year)	Fall 2017 (201810)
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SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION		
<input type="checkbox"/> Main Campus	<input checked="" type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input type="checkbox"/> 4 Stars	<input checked="" type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>1</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Master's degree in Business Administration or Business Management	Experience:	Certification: Louisiana Real Estate Salesperson Licensure; Louisiana Real Estate Broker Licensure

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>7</u>	<u>5</u>	<u>5</u>	<u>6</u>	<u>6</u>
<u>EVENING</u>	<u>8</u>	<u>15</u>	<u>20</u>	<u>22</u>	<u>24</u>
Describe Process for Attaining & Estimating Enrollment:		Enrollment estimates are based on historical enrollment in the courses comprising the proposed C.T.S., and in the courses currently comprising the Technical Competency Area			

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.)

The College will use existing full-time and part-time faculty, and will use current facilities. Delgado Community College operates full-service libraries at all campuses and instructional sites. The *Moss Memorial Library* at Delgado Community College serves as the main depository for the collection of information resources. Currently, college-wide, the collection consists of a total of 360,519 resources including: 150,314 monographs (books), 565 serials (periodicals), 618 audio-visual resources, and 209,022 electronic resources (75,885 e-journals, and 133,137e-books). Currently, there are 7,083 items available for circulation, directly related to Business and Management. In addition the following electronic databases, Academic Search Complete, Business Source Complete, Arts & Sciences Collection I-IV (JSTOR), Entrepreneurship (ProQuest), and Regional Business News, provide access to full-text scholarly and peer-reviewed items for use by library patrons. Print and Electronic reference materials including the U.S. Code, the Louisiana Revised Statutes, and other Louisiana Government Publications are available to review laws, codes, and regulations governing Real Estate transactions in Louisiana. The proposed C.T.S. may be initiated with no existing costs to the College.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
RLST	161	Principles of Real Estate	3	0	3	3
RLST	261	Louisiana Real Estate Law	3	0	3	3
BUSG	102	Customer Service	3	0	3	3
<b>Second Semester --- Choose Three of the Following Four Courses</b>						
RLST	175	Real Estate Sales and Marketing	3	0	3	3
RLST	180	Property Management	3	0	3	3
RLST	263	Principles of Residential Real Estate Appraisal	3	0	3	3
RLST	265	Real Estate Finance	3	0	3	3

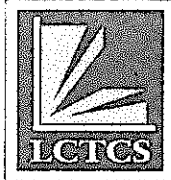
**SIGNATURES:**

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

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

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Date



# 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 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 Name: _____	<input type="checkbox"/> Technical Diploma (T.D.) <input type="checkbox"/> Technical Competency Area (T.C.A.) <input checked="" 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: Digital Photography, Certificate of Technical Studies			
CIP: 50.0605	Credit Hours: 18	Contact Hours: 1,620	Award Level: C.T.S.
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)

Delgado Community College proposes an eighteen (18) credit hour Certificate of Technical Studies program in Digital Photography. Digital Photographers use their technical expertise, creativity, and composition skills to produce and preserve images that visually tell a story or record an event. The goal of this program is to provide students with an educational experience that will prepare them for a career or career specialization in digital photography, to include digital image capture, editing, and publishing. Additionally, students completing the proposed Certificate of Technical Studies program will have mastered the knowledge required to take certification examination as administered by Adobe Photoshop. The proposed program will allow students to explore options in digital imaging technologies, of which digital photography is a sub-set. Digital photography uses photosensitive charge coupled devices (CCDs) to capture the image focused by the lens, as opposed to an exposure on photographic film. The captured image is then digitized and stored as a computer file ready for digital processing, viewing, digital publishing or printing.

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

New Orleans continues to be one of the nation's top-ranked cities for event, architectural, and travel photography, and with the increased emphasis in the field of digital media, there is an identified need for professional skills in digital photography. According to the U.S. Bureau of Labor Statistics, the demand for skilled digital photographers is expected to grow 13 percent between 2010 and 2020. This rate of growth is consistent with other occupations. The Georgetown University Center on Education and the Workforce predicts moderate growth in the photography/digital photography area; however, notes that skills in this area cross various occupational and career fields. The curriculum is embedded within the existing Associate of Applied Science degree program in Visual Communication-Graphic Design, and is designed to provide students with a recognized set of skills for entry into the digital photography/digital media workforce as a terminal goal, or to continue toward attainment of the Associate degree for advancement/specialization in their chosen field. The proposed C.T.S. can be offered at no additional cost to the College.

IMPLEMENTATION DATE (Semester and Year)	Fall 2017 (201810)
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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:		
Site 2:		
Site 3:		
Site 4:		

LOUISIANA WORKFORCE COMMISSION STAR LEVEL ( <a href="http://www.laworks.net/Stars/">http://www.laworks.net/Stars/</a> )				
<input type="checkbox"/> 5 Stars	<input type="checkbox"/> 4 Stars	<input checked="" type="checkbox"/> 3 Stars	<input type="checkbox"/> 2 Stars	<input type="checkbox"/> 1 Star

PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Associate degree or higher in Graphic Design-Photography, Photography, or related field, with 18 semester credit hours in photography / digital imaging	Experience:	Certification: Adobe Photoshop

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>10</u>	<u>12</u>	<u>20</u>	<u>20</u>	<u>25</u>
<u>EVENING</u>	<u>5</u>	<u>8</u>	<u>5</u>	<u>8</u>	<u>5</u>
Describe Process for Attaining & Estimating Enrollment:	Enrollment projections are based on the number of students completing the courses comprising the proposed C.T.S. in the past (all courses are existing, and are used in an existing A.A.S. in Visual Communication-Graphic Design.				



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.)

All faculty, facilities, equipment, and instructional resources are existing at the College, and the proposed program may be initiated with no additional cost to the College. The College has adequate classrooms to house the proposed Certificate program. 3,480 square feet of space is designated for use of the Visual Communication-Graphic Design program to include multiple computer laboratories for instruction using state-of-the-art Macintosh computer systems and industry-standard image capture, editing, and manipulation software. In addition, an 653 square foot digital photography lab contains professional lighting, backdrop, and staging areas to complete a variety of digital studio portrait work. Delgado Community College operates full-service libraries at all campuses and instructional sites. The *Moss Memorial Library* at Delgado Community College serves as the main depository for the collection of information resources. Currently, college-wide, the collection consists of a total of 360,519 resources including: 150,314 monographs (books), 565 serials (periodicals), 618 audio-visual resources, and 209,022 electronic resources (75,885 e-journals, and 133,137 e-books). Currently, there are 698 items available for circulation, directly related to Graphic Arts and Photography. In addition the following electronic databases, Academic Search Complete, Applied Science & Technology, Arts & Sciences Collection I-V (JSTOR), ARTstor, and Computer Sources, provide access to full-text scholarly and peer-reviewed items for use by library patrons.

**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)

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester</b>						
VISC	142	Introduction to Digital Photography	3	3	6	3
VISC	204	Introduction to Pixel Based Software	3	3	6	3
VISC	225	Advanced Pixel Based Software Use	2	4	6	3
<b>Second Semester</b>						
VISC	242	Advanced Digital Photography	3	3	6	3
VISC	260	Portfolio Development	2	4	6	3
VISC	262	Special Topics in Digital Photography	3	3	6	3

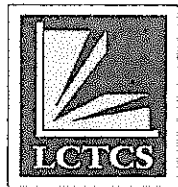
**SIGNATURES:**

Kathleen Murphy  
College Chief Academic Officer

Ann J. Davis  
College Chief Executive Officer

3/22/17  
Date

3/24/17  
Date



**LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE  
SYSTEM**

**New Program and Curriculum Modification Form**

<b>TYPE OF PROPOSED CHANGE</b>	
<input type="checkbox"/> New Program	<input checked="" 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:</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: Hospitality Management, Associate of Applied Science			
CIP: 52.0901	Credit Hours: 62-63	Contact Hours: 1,140 – 1,185	Award Level: A.A.S.
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP	Credit Hours:	Contact Hours:	Award Level:

<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>
Creation of three additional concentrations within the A.A.S. degree in Hospitality Management: Beverage Management, Meeting and Event Management, and Catering Management; Change of Concentration Title: <i>From</i> Food and Beverage Management <i>to</i> Restaurant Management.

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

Creation of an additional concentration within the A.A.S. degree in Hospitality Management, Beverage Management. The concentration is designed to assist student enter career fields in the operation of bars, lounges, sporting venues, private clubs, and coffee/tea shops.

Creation of an additional concentration within the A.A.S. degree in Hospitality Management, Meeting and Event Management. The concentration is designed to assist students enter career pathways leading to supervisory or managerial positions with logistics, convention services, and meeting management businesses.

Creation of an additional concentration within the A.A.S. degree in Hospitality Management, Catering Management. The concentration is designed to assist students enter career pathways leading to supervisory or managerial positions with institutional, managed services, or private catering.

Change of Concentration Title: *From Food and Beverage Management to Restaurant Management*: Revised title more accurately reflects contemporary industry standards and terminology, and better reflects the student learning outcomes of the program.

IMPLEMENTATION DATE (Semester and Year)

Fall 2017 (201810)

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION

Main Campus

All Campuses

Sites (list below)

Site 1:

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>1</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input type="checkbox"/> Hire Full-Time Faculty #: _____
<b>MINIMUM CREDENTIALS REQUIRED FOR FACULTY</b>		
Education: Master's degree in Hospitality, with 18 semester credit hours in the discipline	Experience:	Certification: Meeting Event Planner, Hospitality Management, Hotel/Restaurant/Tourism Educator/Practitioner Certification

<b>ANTICIPATED ENROLLMENT:</b>					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>73</u>	<u>74</u>	<u>77</u>	<u>79</u>	<u>86</u>
<u>EVENING</u>	<u>49</u>	<u>49</u>	<u>51</u>	<u>53</u>	<u>57</u>
Describe Process for Attaining & Estimating Enrollment:	Enrollment numbers are based on historical enrollment data in the Hospitality Management program for the past five years.				

<b>PROGRAM ACCREDITATION:</b>	
Is Program Accreditation, Licensure or Certification Required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Type/Name of Program Accreditation, Licensure or Certification Required:	If YES, please provide projected accreditation/licensure/certification date:  The program currently holds accredited status with the Accreditation Commission for Programs in Hospitality Administration (ACPHA) C/O Dorothy Fenwick, PhD P.O. Box 400 Oxford, MD 21654 410-226-5527  The addition of program concentrations will fall under the existing accredited status, and will not require an additional site visit.

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

No additional costs for faculty or physical resources are required, as the degree program is an existing one at the College. Current faculty will teach the courses, or adjunct faculty will be hired from an existing adjunct pool or new adjuncts will be hired and costs covered by student enrollment in the section. The College Library holds collections relevant to Hospitality Management, to include: 814 print books, 909 electronic books, and 393 audio-visual / eMedia resources. In addition, access to the following print serials (periodicals) provide opportunities for research: Business Horizons, Food Management, Official Louisiana Tour Guide, Nation's Restaurant News, and Restaurant Business. Electronic titles include: Caterer & Hotelkeeper, Cornell Hotel & Restaurant Administration Quarterly, Hotel Management, Hotels, International Journal of Contemporary Hospitality Management, International Journal of Tourism Research, Journal of Convention & Event Tourism, Journal of Sustainable Tourism, Lodging Hospitality, Travel Agent, and Travel Weekly. On-line access to databases include: Academic Search Complete, Hospitality and Tourism Index (HTI), Career Transition, Careers Internet Database, and Occupational Outlook Handbook. Acquisition of an entirely new set of print and/or electronic resources is not necessary to implement the various new concentrations; however, through regular assessment, review, and weeding, new materials will be acquired to reflect contemporary industry and instructional content.

**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)

<b>Subject Code</b>	<b>Course Number</b>	<b>Course Title</b>	<b>Lecture Hours</b>	<b>Lab Hours</b>	<b>Contact Hours</b>	<b>Credit Hours</b>
<b>First Semester – Hotel and Lodging Management (<i>existing concentration; no modifications requested</i>)</b>						
HOST	101	Introduction to Hospitality Industry	3	0	3	3
HOST	103	Introduction to Travel and Tourism	3	0	3	3
HOST	200	Hospitality Revenue Management	3	0	3	3
MANG	201	Principles of Management	3	0	3	3
<b>Second Semester Hotel and Lodging Management (<i>existing concentration; no modifications requested</i>)</b>						

HOST	104	Hotel Systems and Operations Management	3	0	3	3
HOST	201	Hospitality Law	3	0	3	3
HOST	202	Hospitality Facilities	3	0	3	3
HOST	216	Convention Management and Service	3	0	3	3
<b>Third Semester – Summer Session Hotel and Lodging Management (<i>existing concentration; no modifications requested</i>)</b>						
ENGL	101	English Composition I	3	0	3	3
MATH	120	Contemporary Math (or higher Math)	3	0	3	3
		Humanities Requirement	3	0	3	3
<b>Fourth Semester Hotel and Lodging Management (<i>existing concentration; no modifications requested</i>)</b>						
ECON	201	Macroeconomics	3	0	3	3
HOST	191	Reservations and Ticketing	3	0	3	3
HOST	210	Hospitality Practicum	0	16	16	3
HOST	221	Hospitality Marketing	3	0	3	3
		Social/Behavioral Science Requirement	3	0	3	3
<b>Fifth Semester Hotel and Lodging Management (<i>existing concentration; no modifications requested</i>)</b>						
CULA	214	Restaurant and Hospitality Supervision	3	0	3	3
SOCI	250	Studies in Cultural Diversity	3	0	3	3
SPCH	231	Interpersonal Communication	3	0	3	3
		Natural Science Requirement	3	0	3	3
		Hospitality Elective	3	0	3	3



<b>PROGRAM CURRICULUM</b>						
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<b>First Semester – Tourism (existing concentration; no modifications requested)</b>						
HOST	101	Introduction to Hospitality Industry	3	0	3	3
HOST	103	Introduction to Travel and Tourism	3	0	3	3
HOST	200	Hospitality Revenue Management	3	0	3	3
MANG	201	Principles of Management	3	0	3	3
<b>Second Semester Tourism (existing concentration; no modifications requested)</b>						
HOST	201	Hospitality Law	3	0	3	3
HOST	213	Geographic Destinations	3	0	3	3
HOST	221	Hospitality Marketing	3	0	3	3
HOST	283	Overview of New Orleans	3	0	3	3
<b>Third Semester – Summer Session Tourism (existing concentration; no modifications requested)</b>						
ENGL	101	English Composition I	3	0	3	3
MATH	120	Contemporary Math (or higher Math)	3	0	3	3
		Humanities Requirement	3	0	3	3
<b>Fourth Semester Tourism (existing concentration; no modifications requested)</b>						
ECON	201	Macroeconomics	3	0	3	3
HOST	191	Reservations and Ticketing	3	0	3	3
HOST	210	Hospitality Practicum	0	16	16	3

HOST	212	Tour and Travel Management	3	0	3	3
		Social/Behavioral Science Requirement	3	0	3	3
<b>Fifth Semester Tourism (existing concentration; no modifications requested)</b>						
CULA	214	Restaurant and Hospitality Supervision	3	0	3	3
SOCI	250	Studies in Cultural Diversity	3	0	3	3
SPCH	231	Interpersonal Communication	3	0	3	3
		Natural Science Requirement	3	0	3	3
		Hospitality Elective	3	0	3	3

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Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
<b>First Semester – Beverage Management (New Concentration)</b>						
HOST	101	Introduction to Hospitality Industry	3	0	3	3
HOST	103	Introduction to Travel and Tourism	3	0	3	3
HOST	200	Hospitality Revenue Management	3	0	3	3
MANG	201	Principles of Management	3	0	3	3
<b>Second Semester -- Beverage Management (New Concentration)</b>						
HOST	201	Hospitality Law	3	0	3	3
HOST	221	Hospitality Marketing	3	0	3	3
CULA	209	Dining Room and Beverage Service	2	2	4	3
CULA	215	Food, Sales, Beverage, Labor and Cost Control	3	0	3	3

<b>Third Semester – Summer Session – Beverage Management (New Concentration)</b>						
<b>ENGL</b>	<b>101</b>	<b>English Composition I</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>MATH</b>	<b>120</b>	<b>Contemporary Math (or higher Math)</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
		<b>Humanities Requirement</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>Fourth Semester – Beverage Management (New Concentration)</b>						
<b>ECON</b>	<b>201</b>	<b>Macroeconomics</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>210</b>	<b>Hospitality Practicum</b>	<b>0</b>	<b>16</b>	<b>16</b>	<b>3</b>
<b>HOST</b>	<b>211</b>	<b>Food and Beverage Management</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>214</b>	<b>Wine Appreciation</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
		<b>Social/Behavioral Science Requirement</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>Fifth Semester – Beverage Management (New Concentration)</b>						
<b>CULA</b>	<b>214</b>	<b>Restaurant and Hospitality Supervision</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>SOCI</b>	<b>250</b>	<b>Studies in Cultural Diversity</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>SPCH</b>	<b>231</b>	<b>Interpersonal Communication</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>215</b>	<b>Beverage Management</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
		<b>Natural Science Requirement</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>

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<b>First Semester – Meeting and Event Management (New Concentration)</b>						

HOST	101	Introduction to Hospitality Industry	3	0	3	3
HOST	103	Introduction to Travel and Tourism	3	0	3	3
HOST	200	Hospitality Revenue Management	3	0	3	3
MANG	201	Principles of Management	3	0	3	3
<b>Second Semester -- Meeting and Event Management (New Concentration)</b>						
HOST	201	Hospitality Law	3	0	3	3
HOST	221	Hospitality Marketing	3	0	3	3
CULA	227	Menu Design and Management	3	0	3	3
CULA	230	On-Premises Catering	3	0	3	3
<b>Third Semester – Summer Session – Meeting and Event Management (New Concentration)</b>						
ENGL	101	English Composition I	3	0	3	3
MATH	120	Contemporary Math (or higher Math)	3	0	3	3
		Humanities Requirement	3	0	3	3
<b>Fourth Semester – Meeting and Event Management (New Concentration)</b>						
ECON	201	Macroeconomics	3	0	3	3
HOST	210	Hospitality Practicum	0	16	16	3
HOST	214	Wine Appreciation	3	0	3	3
HOST	216	Convention Management and Service	3	0	3	3
		Social/Behavioral Science Requirement	3	0	3	3
<b>Fifth Semester – Meeting and Event Management (New Concentration)</b>						
CULA	214	Restaurant and Hospitality Supervision	3	0	3	3

<b>SOCI</b>	<b>250</b>	<b>Studies in Cultural Diversity</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>SPCH</b>	<b>231</b>	<b>Interpersonal Communication</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>225</b>	<b>Hospitality Seminar</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
		<b>Natural Science Requirement</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>

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<b>First Semester – Catering Management (New Concentration)</b>						
<b>HOST</b>	<b>101</b>	<b>Introduction to Hospitality Industry</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>103</b>	<b>Introduction to Travel and Tourism</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>200</b>	<b>Hospitality Revenue Management</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>MANG</b>	<b>201</b>	<b>Principles of Management</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>Second Semester – Catering Management (New Concentration)</b>						
<b>HOST</b>	<b>201</b>	<b>Hospitality Law</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>221</b>	<b>Hospitality Marketing</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>CULA</b>	<b>227</b>	<b>Menu Design and Management</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>CULA</b>	<b>230</b>	<b>On-Premises Catering</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>Third Semester – Summer Session – Catering Management (New Concentration)</b>						
<b>ENGL</b>	<b>101</b>	<b>English Composition I</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>MATH</b>	<b>120</b>	<b>Contemporary Math (or higher Math)</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
		<b>Humanities Requirement</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>

<b>Fourth Semester – Catering Management (New Concentration)</b>						
<b>ECON</b>	<b>201</b>	<b>Macroeconomics</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>210</b>	<b>Hospitality Practicum</b>	<b>0</b>	<b>16</b>	<b>16</b>	<b>3</b>
<b>HOST</b>	<b>214</b>	<b>Wine Appreciation</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>215</b>	<b>Beverage Management</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
		<b>Social/Behavioral Science Requirement</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>Fifth Semester – Catering Management (New Concentration)</b>						
<b>CULA</b>	<b>214</b>	<b>Restaurant and Hospitality Supervision</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>SOCI</b>	<b>250</b>	<b>Studies in Cultural Diversity</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>SPCH</b>	<b>231</b>	<b>Interpersonal Communication</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>216</b>	<b>Convention Management and Service</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
		<b>Natural Science Requirement</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>

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<b>First Semester – Restaurant Management (Change of Concentration Title; no other modifications requested)</b>						
<b>HOST</b>	<b>101</b>	<b>Introduction to Hospitality Industry</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>103</b>	<b>Introduction to Travel and Tourism</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>HOST</b>	<b>200</b>	<b>Hospitality Revenue Management</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>MANG</b>	<b>201</b>	<b>Principles of Management</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>

<b>Second Semester – Restaurant Management (Change of Concentration Title; no other modifications requested )</b>						
HOST	201	Hospitality Law	3	0	3	3
HOST	221	Hospitality Marketing	3	0	3	3
CULA	102	Basic Culinary Skills	1	4	5	2
HOST	211	Food and Beverage Management	3	0	3	3
<b>Third Semester – Summer Session – Restaurant Management (Change of Concentration Title; no other modifications requested )</b>						
ENGL	101	English Composition I	3	0	3	3
MATH	120	Contemporary Math (or higher Math)	3	0	3	3
		Humanities Requirement	3	0	3	3
<b>Fourth Semester – Restaurant Management (Change of Concentration Title; no other modifications requested )</b>						
ECON	201	Macroeconomics	3	0	3	3
HOST	210	Hospitality Practicum	0	16	16	3
CULA	215	Food, Sales, Beverage, Labor, and Cost Control	3	0	3	3
HOST	225	Hospitality Seminar	3	0	3	3
		Social/Behavioral Science Requirement	3	0	3	3
<b>Fifth Semester – Restaurant Management (Change of Concentration Title; no other modifications requested )</b>						
CULA	209	Dining Room and Beverage Service	3	0	3	3
SOCI	250	Studies in Cultural Diversity	3	0	3	3
SPCH	231	Interpersonal Communication	3	0	3	3
HOST	216	Convention Management and Service	3	0	3	3

		<b>Natural Science Requirement</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
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**SIGNATURES:**

*Kathleen Murphy*  
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College Chief Academic Officer

*Alan J. Jones*  
\_\_\_\_\_  
College Chief Executive Officer

*3/22/17*  
Date  
*3/24/17*  
Date