



LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

Changing Lives,
Creating Futures

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Louisiana
Community
& Technical
College System

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TO: Dr. Monty Sullivan
LCTCS President

THROUGH: Dr. René Cintrón
Chief Academic Affairs Officer

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

SUBJECT: Program Addition at Fletcher Community College

DATE: 1/19/2017

FOR BOARD ACTION:

Recommendation: Staff recommends the Board approve the following addition listed below.

Program Addition

- 1. Associate of Applied Science (AAS) in Medical Laboratory Technician (CIP 51.1004) – 4 STARS

Background: Ochsner Health System (OHS) and Louisiana Children's Medical Center (LCMC) developed a training program for career advancement in the medical laboratory profession with Fletcher providing the education needed for individuals to obtain their AAS. Both healthcare systems are experiencing high employee turnover and lengthy job vacancies. Jobs in the field are expected to grow by 18% between 2014 and 2024. The target populations for this program are incumbent laboratory entry-level workers across all OHS and LCMC campuses, as well as external job seekers.

Fiscal Impact: Five adjunct faculty in specialty instructional areas and one adjunct with a master's degree who holds a Medical Laboratory Technician certification with a minimum of three years' experience will be hired.

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

Benefits to the System: This addition will allow Fletcher to better meet student and workforce needs.

Approved for Recommendation to the Board
Dr. Monty Sullivan

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 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 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: Medical Laboratory Technician			
CIP: 51.1004	Credit Hours: 60	Contact Hours: 1470	Award Level: AAS
Name: Medical Laboratory Assistant			
CIP: 51.1004	Credit Hours: 28	Contact Hours: 510	Award Level: CTS
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.)

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

IMPLEMENTATION DATE (Semester and Year) Summer 2018

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION

Main Campus All Campuses Sites (list below)

Site 1: online

Site 2: clinical internships would be provided by Ocshner and LCMC Health Systems

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)

Use Existing Faculty Hire Adjunct Faculty Hire Full-Time Faculty
 #: 1 #: 5 #: _____

MINIMUM CREDENTIALS REQUIRED FOR FACULTY

Education: Minimum Associate degree Experience: Minimum of 1 year Certification: In area of expertise

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>20</u>	<u>25</u>	<u>30</u>	<u>35</u>	<u>40</u>
<u>EVENING</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

ANTICIPATED ENROLLMENT:	
Describe Process for Attaining & Estimating Enrollment:	Use of statistics of need throughout the Ocshner and LCMC healthcare systems.

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: Spring 2019- prior to first class completion.	
Type/Name of Program Accreditation, Licensure or Certification Required:	National Accrediting Agency for clinical Laboratory Sciences (NAACLS)	


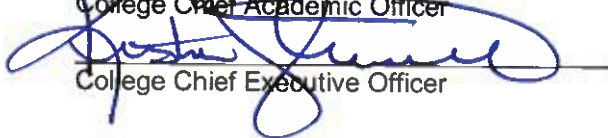
DESCRIBE IMPLEMENTATION COSTS (Include Faculty, Facilities, Library Resources, etc.)
Five (5) Adjunct faculty in specialty instructional areas for clinical and didactic instruction. Current Dean of Nursing and Allied Health will be program coordinator.

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	Clinical hours	Contact Hours	Credit Hours
First Semester							
ENGL	1010	English composition I	45	0	0	45	3
BIOL	1140	Anatomy & Physiology I	45	0	0	45	3
BIOL	1150	Anatomy & Physiology Lab	0	30	0	30	1
CHEM	1010	Fundamentals of Chemistry	45	0	0	45	3
MATH	1100	College Algebra	45	0	0	45	3
		Humanities Elective	45	0	0	45	3

		Totals	225	30	0	255	16
Second Semester							
MLTS	1010	Laboratory Procedures	45	30	90	165	6
BIOL	2030	Microbiology	45	-	-	-	3
PSYC	2010	Introduction to Psychology	45	-	-	-	3
		totals	135	30	90	255	12
Third Semester							
MLTS	1020	Hematology/Coagulation/ Immunology	60	-	180	240	8
MLTS	1030	Microbiology/Parasitology	60	-	180	240	8
		totals	120	-	360	480	16

Fourth Semester							
MLTS	1040	Chemistry/Urinalysis/Body Fluids	60	-	180	240	8
MLTS	1050	Immunohematology/Blood Bank	60	-	180	240	8
		totals	120	-	360	480	16
		Final totals	600	60	810	1470	60
Fifth Semester							

SIGNATURES:


 College Chief Academic Officer

 College Chief Executive Officer

1/26/18
 Date
 1/26/18
 Date

Louisiana Board of Regents

AA 2.05: REQUEST FOR AUTHORITY TO OFFER A NEW DEGREE PROGRAM*

-- Including incremental credentials building up to the Degree --

* Prior to final action by the Board of Regents, no institution may initiate or publicize a new program.*

Date:

Institution: Fletcher Technical Community College 1407 Highway 311 Schriever, la. 70395	Requested <u>CIP, Designation, Subject/Title:</u> Medical Laboratory Technician (CIP:51.1004)
Contact Person & Contact Info Dr. Regina Verdin Vice Chancellor of Academic and Student Affairs Fax: 985-448-7997 E-Mail: regina.verdin@fletcher.edu Website: www.fletcher.edu	
Date Letter of Intent was approved by Board of Regents: October 26, 2017	
Date this Proposal was approved by Governing Board:	
Planned Semester/Term & Year to Begin Offering Program: Summer 2018	

1. Program Description

Describe the program concept: (a) purpose and objectives; (b) mode of delivery (on-site/hybrid/on-line). Describe plan for developing and rolling out new courses.

The Medical Laboratory Technician is to provide students with the knowledge and skills necessary to work in the medical laboratory performing diagnostic tests to help physicians detect, diagnose, and treat disease. Students must have a strong background in chemistry, biology and math. Technicians must learn to work with microscopes, computers, and instruments on body fluids, tissues and cells. Technicians are employed in hospital laboratories, clinics, doctors' offices, blood banks and research and commercial laboratories.

Map out the proposed curriculum, in sequence, identifying any incremental credentials and/or concentrations within the degree. Indicate which courses will be new, including those that would be offered in the new program as electives. Describe any special requirements (e.g., internships, comprehensive exam, thesis, etc.).

Students would have the opportunity to apply to this program in Spring of 2018 with the required pre-requisites of English, A&P lecture and Lab, Chemistry, college Algebra and Humanities elective. Once students who have met the admission criteria have been selected they would attend an orientation prior to beginning the first courses in Summer 2018 which include Introduction to Psychology, Microbiology and first new course MLT 1010 laboratory Procedures(Management). In order for students to qualify to take the Medical Laboratory Technician Certification Exam they must complete all Medical laboratory Technician course which include MLT 1010- laboratory procedures (management) course. Once the students have taken this Laboratory Procedures (management) course they will qualify to sit for the Medical Laboratory Assistant Certification exam and receive a CTS-Medical Laboratory Assistant. The Fall 2018 semester would include two new courses which are MLT 1020- Hematology/Coagulation/Immunology and MLT 1030- Microbiology/Parasitology. Upon successful completion of these courses the student would progress to the Spring 2019 semester to take MLT-1040 Chemistry/Urinalysis/Body fluids and MLT 1050- Immunoematology/Blood Bank. Upon successful completion of this final semester the student would qualify to sit for the MLT certification exam and receive and Associate of Applied Science in Medical Laboratory Technician. The program will be under the direction of the Nursing and allied Health Department to assure consistency and rigor.

2. Need

Outline how this program is deemed essential for the wellbeing of the state, region, or academy (e.g., how is it relevant, how does it contribute to economic development or relate to current/evolving needs).

Healthcare providers depend on accurate and precise lab results in order to do their jobs well and give patients the best possible care. Often, laboratory results are the decision point in a patient's treatment. Laboratories have an absolutely essential role in overall healthcare quality. Currently, OHS employs 50 Lab Assistants and 55 Medical Lab Technicians with high turnover. Also, on average, up to 10 positions remain vacant each month with an average of 45 days to fill for each position. LCMC employs more than 25 Medical Lab Technicians. Turnover, comparable to OHS, is high with lengthy vacancies. Within the past four months, more than eight MLT's have been hired. The US Bureau of Labor Statistics projects that this field will grow about 18% in Louisiana between 2014 and 2024. Due to the addition of another large healthcare facility and a diminishing pool of applicants, the need for such a program is high. This will allow us to fill one immediate need, Medical Laboratory Technician, as well as get candidates

halfway toward another immediate need, Medical Laboratory Technologist. This high-skill position requires a Bachelor's Degree. With tuition reimbursement available from each System, participants can more readily obtain the higher degree

Describe how the program will further the mission of the institution.

Fletcher Technical Community college Fletcher Technical Community College is an open-admission, two-year public institution of higher education dedicated to offering high-quality technical and academic programs to the community of South Louisiana in order to prepare individuals for employment, career advancement, and lifelong learning. In meeting the growing need of healthcare professions exhibits the dedication that Fletcher has to its community and state.

Identify similar programs in the state and explain why the proposed one is needed: present an argument for a new or additional program of this type and how it will be distinct from existing offerings.

If approved, will the program result in the termination or phasing out of existing programs? (Is it a replacement?) Explain.

No

If a Graduate program, cite any pertinent studies or national/state trends indicating need for more graduates in the field. Address possibilities for cooperative programs or collaboration with other institution(s).

N/A

3. Students

Describe evidence of student interest. Project the source of students (e.g., from existing programs, or the prospects of students being recruited specifically for this program who might not otherwise be attracted to the institution).

INCUMBENT WORKERS

The intent for this program is to train incumbent entry-level laboratory employees in the current positions of Laboratory Assistants of Phlebotomists (as well as similar positions) which are typically lower wage jobs with the necessary technical and soft skills to be eligible for an upward move to Medical Laboratory Technician into family sustaining wages

EXTERNAL JOB SEEKERS

The intent for external job seekers is that this program will be the method by which external candidates gain entry into the OHS and LCMC systems.

Students who have obtained degrees in Biology or chemistry and are having difficulty finding employment in that field.

Project enrollment and productivity for the first 5 years, and explain/justify the projections.

Year one projected enrollment will be 20 students and will increase in increments of 5 students each year for the next 5 years.

Provide enrollment/completer data for closely related programs currently offered at the institution.

n/a

What preparation will be necessary for students to enter the program?

Successful completion of 16 Credit hours of Pre-requisite courses including English Comp I, Anatomy and Physiology Lecture and Lab, Chemistry, College Algebra and Humanities elective.

If a Graduate program, indicate & discuss sources of financial support for students in the program.

n/a

4. Faculty

List present faculty members who will be most directly involved in the proposed program: name, present rank; degrees; courses taught; other assignments.

Dr. Sonia Fanguy Clarke, RN MSN DNP who currently serves as the Dean of Nursing and allied Health will oversee the development and supervision of the program.

Project the number of new faculty members needed to initiate the program for each of the first five years. If it will be absorbed in whole or part by current faculty, explain how this will be done. Explain any special needs.

Fletcher will hire and pay Five (5) Adjunct faculty in each of the specialty instructional areas to teach didactic and assist

with preceptorships. The faculty will not necessarily be Ochsner or LCMC employees. The five adjunct faculty will demonstrate adequate knowledge and proficiency in their specialty area and hold a certification in the area of instruction..

Describe involvement of faculty – present and projected – in research, extension, and other activities and the relationship of these activities to teaching load. For proposed new faculty, describe qualifications and/or strengths needed.

n/A

5. Library and Other Special Resources

Are present library holdings in related fields adequate to initiate the program? To meet program needs in the first 5 years, what will be needed? Do other institutions have library resources available to faculty & students for the proposed program?

Fletcher pays a lump sum every year for access to roughly 80 databases which include LOUIS, Medline, CINAHL, Health Source, Proquest which are specific to Nursing and Allied Health and include Medical Laboratory Technician. The Nursing Collection from Films on Demand also includes other healthcare disciplines such as Medical Laboratory Technical. We also have a collection of ebooks that were purchased in 2014 which also include some Med lab tech options.

Indicate/estimate total expenditure for the last two fiscal years in library acquisitions for fields or departments offering or related to the proposed program.

Nursing collection costs approximately \$3422.00 annually and Allied Health cost \$1600.00. these cost are already incurred for the nursing department so it would not be an additional cost for the nursing and allied health programs.

Project library expenditures needed for the first 5 years of the program.

What additional special resources, other than library holdings, will be needed?

None identified

6. Facilities and Equipment

Describe *existing* facilities (classrooms, labs, offices, etc) available for the program. Describe present utilization of these facilities that are assigned to the sponsoring department.

Fletcher will be responsible for providing the Didactic portion of all courses vis Canvas learning management system format which can include but will not be limited to utilizing Skype to deliver live lectures, discussion board, group projects, and interactive scenarios. The didactic portion of all the MLT courses will be offered online so students can apply without boundaries of travel. Students will have a preceptorship in each specialty area. Students will not be required to go to New Orleans for their experience and will be assigned to the closest clinical location to their home base which may or may not be an Ochsner or LCMC facility. We will choose facilities that offer the best experience in each specialty course.

Describe the need for new facilities (e.g., special buildings, labs, remodeling, construction, equipment), and estimate the cost, proposed sources of funding, and estimated availability for program delivery.

N/A

7. Administration

In what department, division, school, college, or center/institute will the proposed program be administered? How will the new program affect the present administrative structure of the institution?

The new program will be directed under the department of Nursing and Allied Health and will be supervised by the Dean of this department to assure consistency, rigor and adherence to MLT certification course requirements.

Describe departmental strengths and/or weaknesses and how the proposed program will affect them.

Experience in directing healthcare programs which provide healthcare systems with professionals who provide direct and indirect care to the community they serve. Students will receive a minimum of 60 contact hours of didactic instruction and a minimum of 180 clinical contact hours in each specialty area providing them the opportunity to work one on one with a preceptor who has proven knowledge and skills in that area. The program is designed to provide students intense training that will prepare them to hit the ground running upon graduation. This will eliminate the need for extensive orientation for new graduates and increase their confidence in their professional performance increase their success rate.

8. Accreditation

Describe plan for achieving *program* accreditation, including: name of accrediting agency, basic requirements for accreditation, how the criteria will be achieved, and projected accreditation date.

Once final approval has been received from all entities in the Academic system a letter of intent will be sent to National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) with a projected final accreditation date of Spring 2019 prior to the completion of the first cohort of MLT students. Achieving the NAACLS accreditation will afford the graduates the opportunity to sit for the American Society for clinical pathology (ASCP) certification exam.

If a graduate program, describe the use of consultants in developing the proposal, and include a copy of the consultant's report as an appendix.

n/a

9. Related Fields

Indicate subject matter fields at the institution which are related to, or will support, the proposed program; describe the relationship.

none

10. Cost & Revenue

Summarize additional costs to offer the program, e.g., additional funds for research needed to support the program; additional faculty, administrative support, and/or travel; student support. How will the program affect the allocation of departmental funds?

The Greater new Orleans Grant will provide support for the Medical Laboratory Technician (MLT) program, in a partnership between LCMC Health, Ochsner Health System, and Fletcher Technical Community College. The MLT program has a goal of providing education and training to incumbent workers and jobseekers in the laboratory field, readying them for a career within the high demand field of laboratory sciences. Fletcher will train jobseekers interested in the MLT pathways by providing a program which include consistent and rigorous didactic and clinical experiences to prepare them to be eligible to take the national medical laboratory Technician certification exam. The MLT program requires students take the Laboratory Procedures (Management) course as part of the required curriculum. Once students successfully complete that course they are eligible to take the Medical laboratory Assistant Certification Exam .

*On the separate budget form, estimate new costs and revenues for the projected program for the first four years, indicating need for additional appropriations or investment by the institution.

Outside of revenue from tuition & fees, explain and justify any additional anticipated sources of funds, e.g., grants (in hand, promised, or in competition), institutional funds, etc.

See attached Greater New Orleans Foundation (GNO) Grant for the implementation of the MLT program .

CERTIFICATIONS:

Sonia Clarke
Primary Administrator for Proposed Program

1/26/18
Date

Raymond Nash
Provost/Chief Academic Officer

1/26/18
Date

Management Board/System Office

Date

SUMMARY OF ESTIMATED ADDITIONAL COSTS/INCOME FOR PROPOSED PROGRAM

Institution: Fletcher Technical Community College

Date: October 26, 2017

Degree Program, Unit: Medical Laboratory Technician

FTE = Full Time Equivalent (use the institution's standard definition and provide that definition).

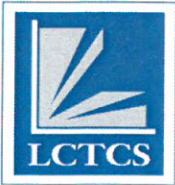
EXPENDITURES								
INDICATE ACADEMIC YEAR:	FIRST 2018-2019		SECOND 2019-2020		THIRD 2020-2021		FOURTH 2021-2022	
	AMOUNT	FTE	Amount	FTE	AMOUNT	FTE	AMOUNT	FTE
Faculty (5 didactic and preceptor adjunct @ 4 credit hours each x 700/credit =	\$ 14,000	5	\$ 14,000	5	\$ 14,000	5	\$14,000	5
Graduate Assistants	0		0		0		0	
Support Personnel	0		0		0		0	
Fellowships and Scholarships	0		0		0		0	
SUB-TOTAL	\$ 14,000	5	\$14,000	5	\$14,000	5	\$14,000	5
	AMOUNT		AMOUNT		AMOUNT		AMOUNT	
Facilities & equipment	\$ n/a		n/a		n/a		n/a	
Travel	n/a		n/a		n/a		n/a	
Supplies	n/a		n/a		n/a		n/a	
SUB-TOTAL	\$0		\$0		\$0		\$0	
TOTAL EXPENSES	\$0		\$0		\$0		\$0	
REVENUES								
Revenue Anticipated From:	AMOUNT		AMOUNT		AMOUNT		AMOUNT	
*State Appropriations	\$		\$		\$		\$	
*Federal Grants/Contracts								
*State Grants/Contracts								
*Private Grants/Contracts Greater new Orleans Foundation Grant partner (2 year grant attached)	175,660.00		Amount not yet determined					
Expected Enrollment	20		25		30		35	
Tuition	Paid through grant		187,488.00		224,985.60		262,483.20	
Fees	Paid through grant		51,156.00		61,387.20		71,618.40	
*Other (specify)								
TOTAL REVENUES	\$ 175,660		\$ 238,644.00		\$ 286,372.80		\$ 334,410.16	

* Describe/explain expected sources of funds in proposal text.

Associate of Applied Science

Medical Laboratory Technician

Course Number	Course Title	Lecture		Lab		Clinical		Total	Total Clock	
		Credit	Clock	Credit	Clock	Credit	Clock			
Spring		Freshman Year								
ENGL 1010	English Composition I	3	45	0	0	0	0	3	45	
BIOL 1140	Anatomy & Physiology I	3	45	0	0	0	0	3	45	
BIOL1150	Anatomy & Physiology I Lab	0	0	1	30	0	0	1	30	
CHEM 1010	Fundamentals of Chemistry	3	45	0	0	0	0	3	45	
MATH 1100	College Algebra	3	45	0	0	0	0	3	45	
	Humanities Elective	3	45	0	0	0	0	3	45	
		15	225	1	30	0	0	16	255	
		Apply to MLT program								
Summer										
PSYC 2010	Introduction to Psychology	3	45	0	0	0	0	3	45	
BIOL 2030	Microbiology	3	45	0	0	0	0	3	45	
MLTS 1010	Laboratory operations	3	45	1	30	2	90	6	165	
		9	135	1	30	2	90	12	255	
		CTS- Medical Laboratory Assistant (28)								
		CIP Code: 51.1004								
Fall		Sophomore								
MLTS 1020	Hematology/coagulation/Immunology	4	60	0	0	4	180	8	240	
MLTS 1030	Microbiology/parsitology	4	60	0	0	4	180	8	240	
		8	120	0	0	8	360	16	480	
Spring										
MLTS 1040	Clinical Chemistry/Immunology lecture and practicum	4	60	0	0	4	180	4	240	
MLTS 1050	Immunohematology lecture online and practicum	4	60	0	0	4	180	4	240	
		8	120	0	0	8	360	8	480	
		Certification review and testing prior to								
	AAS-Medical Laboratory Technician (60)	40	600	2	60	18	810	60	1470	
		CIP Code: 51.1004								
		Total Clock Hours: 1470								



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LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

TO: Dr. Monty Sullivan
LCTCS President

FROM: Dr. René Cintrón *rc*
Chief Academic Affairs Officer

SUBJECT: Program Revisions at Louisiana Delta Community College

DATE: 1/19/2018

FOR BOARD ACTION:

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

Program Modifications

1. Associate of Science (AS) in Computer Science (CIP 11.0701) – **5 STARS**
 - a. Certificate of Technical Studies (CTS) in Computer Science: Software Design change to CTS in Secure Software Design (CIP 11.0701) – **5 STARS**
2. Associate of Applied Science (AAS) in Cyber Technology: Computer Support change to A.A.S. Information Technology (CIP 11.0901) – **5 STARS**
 - a. Certificate of Technical Studies (CTS) in Cyber Technology: Computer Network Professional change to CTS in Systems and Network Administrator (CIP 11.0901) – **5 STARS**
 - b. Certificate of Technical Studies (CTS) in Cyber Technology: Computer Network Support Specialist change to CTS in Network and Security Analyst (CIP 11.0901) – **5 STARS**
 - c. Certificate of Technical Studies (CTS) in Cyber Technology: Computer User Support Specialist change to CTS in Client Implementation and Support Specialist (CIP 11.0901) – **5 STARS**

Program Additions

3. As part of the AAS in Information Technology and its corresponding CTS, the following new credentials are being requested:
 - a. Career and Technical Certificate (CTC) in Cisco Certified Network Associate with Industry Based Certification (IBC) of Cisco Certified Network Associate (CIP 11.0901) – **5 STARS**
 - b. Career and Technical Certificate (CTC) in Cisco Certified Network Professional with Industry Based Certification (IBC) of Cisco Certified Network Professional (CIP 11.0901) – **5 STARS**
 - c. Career and Technical Certificate (CTC) in Cybersecurity Specialist with Industry Based Certification (IBC) of CompTIA Security+ (CIP 11.0901) – **5 STARS**