

Illinois Community College Board

NEW UNITS OF INSTRUCTION

The Illinois Community College Board is requested to approve new units of instruction for the following community colleges:

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

PERMANENT PROGRAM APPROVAL

Elgin Community College

- Supply Chain Management A.A.S. degree (60 credit hours)
- Surgical Technology A.A.S. degree (60 credit hours)

Heartland Community College

- Medical Assisting Certificate (31 credit hours)

Joliet Junior College

- Medical Assisting Certificate (33 credit hours)

Parkland College

- Advanced Applicator Technician A.A.S. degree (61 credit hours)

Rend Lake College

- Facility Management A.A.S. degree (65 credit hours)
- Facility Management Certificate (33 credit hours)

Richland Community College

- Agronomy A.A.S. degree (60 credit hours)

BACKGROUND

Elgin Community College

Supply Chain Management A.A.S. degree (60 credit hours)

Program Purpose: The program will prepare individuals for entry-level employment or advancement opportunities in the field of supply chain and logistics management.

Catalog Description: The supply chain management program at Elgin Community College provides the student with the necessary skills to perform supply chain management functions within a variety of institutions. The certificate includes study of the inter-connected components of supply chain, transportation and logistics, and warehouse operations. In addition, students will be provided training on common business technology including Microsoft Excel. The two-year degree includes additional study in many aspects of business including accounting, economics, and business law as well as general

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education classes. Students will be prepared for entry level work in the various aspects of supply chain by completing an internship within the program.

Curricular Information: The degree program requires 18 credit hours of general education coursework and 33 credit hours of required career and technical education coursework, which includes work-based learning, and nine (9) credit hours of related technical electives. Career and technical coursework includes instruction in principles of operation management, transportation and logistics, warehouse management, customer service solutions, management and supervision, spreadsheet applications, introductory business, financial and managerial accounting. Assessment of student learning will be achieved through evaluation of the student’s performance during their work-based learning experience and a comprehensive final exam covering supply chain operations and management. The college was recently approved to offer a related 18 credit hour Supply Chain and Logistics Specialist Certificate. The proposed degree will provide an educational ladder opportunity for graduates of this certificate program.

Justification for Credit hours required for the degree: NA.

Accrediting Information: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the interest in and the need for a two-year degree program in this field of study. According to the Illinois Department of Employment Security (IDES), overall growth in employment of related occupations is expected to increase between 4.3-9.8% Statewide through 2026. Local growth in related occupations is expected to increase by about 2.3% and nationally an increase of 5.6% is expected over the next ten years.

Table 1: Employer Partners

Employers	Location
Focus Logistics	St. Charles, IL
Horizon Complex Metal Stampings	East Dundee, IL
Kenmode	Algonquin, IL
SanFilippo (Fisher Nuts)	Elgin, IL
Lineage Logistics	Geneva, IL
Richardson Electronics	LaFox, IL
Motorola Solutions	Elgin, IL
Power Packaging	St. Charles, IL
VWR International	Batavia, IL
Illinois Tool Works/Shakerproof	Elgin, IL
NAPA Auto Parts	South Elgin, IL
Rana Meal Solutions	Bartlett, IL
Smalley Steel Ring Company	Lake Zurich, IL

Table 2: Projected Enrollments

Supply Chain Management AAS	First Year	Second Year	Third Year
Full-Time Enrollments:	15	20	20
Part-Time Enrollments:	10	20	25
Completions:	0	10	10

Financial / Budgetary Information: Two to three new part-time faculty will be necessary to implement the program. Qualified faculty will hold a Bachelor’s degree in Supply Chain Management or closely

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related field, at least two years of work experience in supply chain management, and one year teaching experience preferred. All facilities are adequately in place to support the program. The program will otherwise be fiscally supported through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$44,820	\$45,268	\$45,268
Administrator Costs	0	0	0
Other Personnel Costs	0	0	0
Equipment Costs	0	0	0
Library/LRC Costs	0	0	0
Facility Costs*	0	0	0
Other (specify)	0	0	0
TOTAL NEW COSTS	\$44,820	\$45,268	\$45,268

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>
New Faculty	0	2-3	0	0	0	0
Existing Faculty	0	0	0	2-3	0	2-3

Elgin Community College

Surgical Technology A.A.S. degree (60 credit hours)

Program Purpose: The program will prepare individuals for entry-level employment, under the supervision of physicians and surgical nurses, to maintain, monitor and enforce sterile field and adherence to aseptic technique by pre-operative, surgical team, and post-operative personnel.

Catalog Description: The Surgical Technology Associates of Applied Science program prepares individuals to assist surgeons and other medical professionals within the environment of surgical services. Surgical Technologists will prepare patients, rooms and equipment for pending surgical procedures. Surgical Technologists possess expertise in the theory and application of sterile and aseptic technique and combine the knowledge of human anatomy, surgical procedures, and implementation tools and technologies to facilitate a physician's performance of surgeries. Graduates of Elgin Community College's degree are eligible for certification by the National Board of Surgical Technology and Surgical Assisting (NBSTSA). Students who pass the NBSTSA exam earn the title of Certified Surgical Technologist (CST).

Curricular Information: The degree program requires 20 credit hours of general education coursework and 40 credit hours of required career and technical education coursework. The career and technical component includes instruction in surgical technology basics, surgical technology theory and laboratory, advanced surgical technology theory and laboratory, specialty surgical procedures, surgical laboratory, allied health ethics, professional development, certification preparation, basic and advanced levels of clinical experience. Assessment of student learning will be achieved through evaluation of the student's performance during their clinical experience.

Justification for Credit hours required for the degree: The college currently offers an accredited Surgical Technology Certificate program. By August 2021, all existing programs will be required to award a minimum of an associate's degree for students to obtain national certification. The proposed degree curriculum exceeds content and competencies specified in the current edition of the Core Curriculum for Surgical Technology as outlined by the CAAHEP and reflect all of the requisite topics and learning objectives necessary to meet accreditation requirements.

Accrediting Information: The proposed degree program meets new accreditation requirements of the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The curriculum aligns with standards outlined by the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (NBSTSA) for credentialing and will prepare graduates for the Certified Surgical Technologist credential through the Association of Surgical Technologists (AST).

Supporting Labor Market Data (including employer partners): By August 2021, all existing programs will be required to award a minimum of an associate's degree for students to obtain national certification. College faculty and members of the program advisory committee support the revision of the existing certificate program into a degree curriculum in order to meet accreditation standards and local labor force needs. Local employers indicate a need for not only the training of new surgical technologists, but also for a program that will provide existing professionals holding certificate-level education credentials an avenue for meeting new credential requirements. Labor market information provided by the college supports the interest in and the need for a two-year degree program in this field of study. According to the Illinois Department of Employment Security (IDES), employment "surgical technologists" is expected increase by nearly 1% statewide through 2026.

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Table 1: Employer Partners

Employers	Location
Advocate Good Shepherd Hospital	Barrington, IL
Advocate Sherman Hospital	Elgin, IL
Northwestern Huntley Hospital	Huntley, IL
Northwestern McHenry Hospital	McHenry, IL
Northwest Community Hospital	Arlington Heights, IL
Northwestern Medicine Delnor Hospital	Geneva, IL
Presence St. Joseph's Hospital	Elgin, IL

Table 2: Projected Enrollments

	First Year	Second Year	Third Year
Surgical Tech AAS			
Full-Time Enrollments:	20	24	24
Part-Time Enrollments:	-	-	-
Completions:	18	21	22

Financial / Budgetary Information: Two existing full-time and four existing part-time faculty will be required to implement the revised program. Existing full- and part-time faculty will be retained and meet the requirement for accreditation. Existing faculty have at least an Associate's degree in Surgical Technology or closely related field, hold current Certified Surgical Technologist (CST) status, have between 8-25 years operating room experience and 4-15 years didactic/clinical instruction experience. The program director possesses all the requirements as well as a Master's degree in Healthcare Education and additional certification as a Surgical First Assistant. The program will utilize all existing facilities and equipment to support the program. The program will be fiscally supported through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$9,031	\$9,031	\$9,031
Administrator Costs	0	0	0
Other Personnel Costs	0	0	0
Equipment Costs	0	0	0
Library/LRC Costs	0	0	0
Facility Costs*	0	0	0
Other (Instruct Supplies)	\$1,500	\$1,500	\$1,500
TOTAL NEW COSTS	\$10,531	\$10,531	\$10,531

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>
New Faculty	0	0	0	0	0	0
Existing Faculty	2	4	2	4	2	4

Heartland Community College
Medical Assisting Certificate (31 credit hours)

Program Purpose: The program will prepare individuals for entry-level employment as medical assistants in a variety of healthcare settings.

Catalog Description: The Medical Assisting Certificate program covers professionalism, medical terminology, anatomy and physiology, medical law, and ethics as well as knowledge of the Health Insurance Portability and Accountability Act (HIPAA). Administrative skills include medical records management, telephone etiquette, scheduling and greeting patients, bookkeeping, collections, and insurance processing. Clinical skills include obtaining vital signs, medication preparation and administration, assisting with examinations and minor procedures, phlebotomy, performing basic laboratory tests, and specimen collection. This program is designed to be completed in one year. Students completing the Medical Assisting Certificate will also receive the Phlebotomist Certificate.

Curricular Information: The certificate program requires seven (7) credit hours of general education coursework, 20 credit hours of required career and technical education coursework, and four (4) credit hours in medical assisting and clinical practicum. Career and technical coursework includes instruction in medical terminology, introductory medical assisting, medical administration and finance, medical assisting clinical procedures, diseases of the human body, pharmacology for medical assistants, introduction to the medical lab, phlebotomy, and medical assisting practical learning. Assessment of student learning will be achieved through evaluation of the student's performance during their work-based learning experience. The program will prepare graduates for optional credentialing through the American Association of Medical Assistants (AAMA) as a Certified Medical Assistant (CMA) and/or a Registered Medical Assistant (RMA, as well as credentialing through the National Healthcare Association as a Certified Phlebotomy Technician (CPT).

Justification for Credit hours required for the degree: The content included in this curriculum is required to meet accreditation standards and professional credentialing requirements.

Accrediting Information: The curriculum was developed according to industry standards under the guidelines of the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation of the Medical Assistant Education Review Board (MAERB).

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the interest in a certificate program in this field of study. According to the Illinois Department of Employment Security (IDES), overall growth in employment of "medical assistants" is expected to increase by 13.4% Statewide through 2026. Employment of "phlebotomists" is expected to increase by 15% Statewide through 2026.

Table 1: Employer Partners

Employers	Location
Advocate BroMenn Medical Group	Normal, IL
Evenglow Lodge Long Term Care	Pontiac, IL
Westminster Village	Bloomington, IL
St. Clara Manor	Lincoln, IL
Abraham Lincoln Memorial Hospital	Lincoln, IL
McLean County Health Department	Normal, IL
Millennium Pain Center	Bloomington, IL
Synergy Home Care	Bloomington, IL
OSF Healthcare	Bloomington, IL

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McLean County Nursing Home

Normal, IL

Table 2: Projected Enrollments

Medical Assisting Certificate	First Year	Second Year	Third Year
Full-Time Enrollments:	16	16	16
Part-Time Enrollments:	0	0	0
Completions:	14	15	15

Financial / Budgetary Information: One (1) new full-time and two (2) new part-time faculty will be necessary to implement the program. Qualified faculty will hold at least an Associate’s degree in Medical Assisting, hold a current CMA or RMA credential, at least three years of work experience as a medical assistant, and one year teaching experience preferred. All facilities are adequately in place, however some equipment purchases will be necessary to support the program and meet accreditation standards. The program will otherwise be fiscally supported through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$61,500	\$65,000	\$70,000
Administrator Costs	0	0	0
Other Personnel Costs	\$500	\$500	\$500
Equipment Costs	\$40,000	\$5,000	\$5,000
Library/LRC Costs	0	0	0
Facility Costs*	0	0	0
Other (specify)	0	0	0
TOTAL NEW COSTS	\$102,000	\$70,500	\$75,500

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-Time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	1	2	0	0	0	0
Existing Faculty	0	0	1	2	1	2

Joliet Junior College
Medical Assisting Certificate (33 credit hours)

Program Purpose: The program will prepare individuals for entry-level employment as medical assistants in a variety of healthcare settings.

Catalog Description: The Medical Assisting program is designed to prepare students to assist medical providers in a variety of duties. Under the supervision of a licensed medical professional, duties may include preparing patients and assisting in examinations, performing tests, managing medical records, performing administrative tasks, using electronic medical records to enter orders, and educating and advocating for patients. The core curriculum covers a variety of subjects including medical practice, medical law and ethics, medical communications, professionalism, computer skills, medical records, insurance medical office administration, patient preparation, and basic laboratory procedures and tests. Students are required to complete a supervised clinical externship at a medical facility. At the completion of the program, graduates should have the necessary skills to seek entry-level employment as medical assistants.

Curricular Information: The certificate program requires 30 credit hours of required career and technical education coursework, and three (3) credit hours in work-based learning. Career and technical coursework includes instruction in patient care techniques, clinical assisting and pharmacology, functional anatomy and physiology for medical assisting, administrative procedures, medical laboratory procedures, medical billing and insurance processing, diagnostic and specialty procedures, professional development, and an externship in medical assisting.

Assessment of student learning will be achieved through evaluation of the student’s performance during their work-based learning experience. The program will prepare graduates for optional credentialing through the American Association of Medical Assistants (AAMA) as a Certified Medical Assistant (CMA) and/or a Registered Medical Assistant (RMA, as well as credentialing through the National Healthcare Association as a Certified Phlebotomy Technician (CPT).

Justification for Credit hours required for the degree: The content included in this curriculum is required to meet accreditation standards and professional credentialing requirements.

Accrediting Information: The curriculum was developed according to industry standards outlined by the Accrediting Bureau of Health Education Schools (ABHES).

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the interest in a certificate program in this field of study. According to the Illinois Department of Employment Security (IDES), overall growth in employment of “medical assistants” is expected to increase by 13.4% Statewide through 2026. Employment of “phlebotomists” is expected to increase by 15% Statewide through 2026.

Table 1: Employer Partners

Employers	Location
Silver Cross Hospital	New Lenox, IL
Morris Hospital and Healthcare Centers	Morris, IL
Presence St. Joseph Medical Center	Joliet, IL
Edward Hospital	Naperville, IL
Advocate Health Care	Chicago, IL

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Table 2: Projected Enrollments

Medical Assisting Certificate	First Year	Second Year	Third Year
Full-Time Enrollments:	16	16	16
Part-Time Enrollments:	0	0	0
Completions:	14	15	15

Financial / Budgetary Information: One (1) new full-time faculty member will be necessary to implement the program with two (2) additional part-time faculty budgeted for as needed. Qualified faculty will hold at least an Associate’s degree in Medical Assisting, hold a current CMA or RMA credential, at least three years of work experience as a medical assistant, and one year teaching experience preferred. All facilities are adequately in place, however some equipment purchases will be necessary to support the program and meet accreditation standards. The program will otherwise be fiscally supported through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$90,000	\$124,276	\$175,254
Administrator Costs	0	0	0
Other Personnel Costs	0	0	0
Equipment Costs	\$7,000	\$20,000	\$20,000
Library/LRC Costs	\$3,000	\$5,000	\$5,000
Facility Costs*	0	0	0
Other (Accreditation)	\$8,700	\$6,000	\$9,000
TOTAL NEW COSTS	\$108,700	\$155,276	\$209,254

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	Full-Time	Part-time	Full-Time	Part-time	Full-Time	Part-time
New Faculty	1	0	1	2	1	2
Existing Faculty	0	0	1	0	2	2

Parkland College

Advanced Applicator Technician A.A.S. degree (61 credit hours)

Program Purpose: The program will prepare individuals for entry-level employment or advancement opportunities in the field of agriculture as custom applicator technicians.

Catalog Description: This program prepares students for careers as Advanced Applicator Technicians. Students will demonstrate proficiency in basic agronomic skills; operating applicator equipment; applying applicator procedures in compliance with the Department of Transportation and Environmental Protection Agency regulations; maintenance and repair of equipment; and use of precision agriculture technologies.

Curricular Information: The degree program requires 15 credit hours of general education coursework and 46 credit hours of required career and technical education coursework, which includes work-based learning. Career and technical coursework includes instruction in introductory crop sciences, ag computer applications, ag equipment safety, introductory ag retail operations, ag business management, ag salesmanship, introductory soil science, plant pest identification and control, soil fertility and fertilizers, precision farming technology, applications of GIS in agriculture, and a required work-based learning component in agri-business and ag equipment operations. Assessment of student learning will be achieved through evaluation of the student's performance during their work-based learning experience, a comprehensive demonstration of proficiency in ag applications, as well as demonstration of State DOT and EPA regulations. The college was recently approved to offer a related 16 credit hour Ag Retail Operations Certificate. The proposed degree will provide an educational ladder opportunity for graduates of this certificate program.

Justification for Credit hours required for the degree: The proposed curriculum includes 12 credit hours of workplace exploration and practical learning in agri-business and ag equipment operations. The program developers, including local employers from the program advisory committee, support requiring this work-based learning component in the two-year degree curriculum as it provides students with valuable knowledge about workplace behavior and operations, as well as with practical skills for use in their future workplace.

Accrediting Information: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the interest in and the need for a two-year degree program in this field of study. According to the Illinois Department of Employment Security (IDES), overall growth in employment of related occupations is expected to increase by about 1% Statewide through 2026. The need for the proposed program comes primarily from local employers who see a significant need for individuals with advanced application technology skills. The college worked closely with these employers to develop a curriculum that would allow for transitioning from basic to advanced skill levels and broaden the scope for existing applications workers into areas of agri-business and retail operations.

Table 1: Employer Partners

Employers	Location
Helena Agri Enterprises	Carmel, IN
United Prairie	Tolono, IL
Software Solutions Integrated	Shelbyville, IL
Illinois Fertilizer & Chemical Association (IFCA)	Bloomington, IL
Asmark Training Center	Bloomington, IL

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Table 2: Projected Enrollments

Advanced Applicator Tech AAS	First Year	Second Year	Third Year
Full-Time Enrollments:	15	15	15
Part-Time Enrollments:	5	5	5
Completions:	0	10	10

Financial / Budgetary Information: Three existing full-time and two new part-time faculty will be necessary to implement the program. Qualified faculty will hold a Bachelor’s degree in Agriculture or closely related field for applicator coursework, at least two years of work experience in custom application and driving tractors for agricultural use, a valid Illinois Commercial Applicator’s License, and one year teaching experience preferred. A Master’s degree in Agronomy or closely related field, at least two years work experience and one year teaching experience is required for agri-business and precision ag related courses. All facilities are adequately in place however some equipment will be necessary to implement the program. The program will otherwise be fiscally supported through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$12,000	\$12,000	\$12,000
Administrator Costs	0	0	0
Other Personnel Costs	0	0	0
Equipment Costs	\$27,000	0	0
Library/LRC Costs	0	0	0
Facility Costs*	0	0	0
Other (specify)	0	0	0
TOTAL NEW COSTS	\$39,000	\$12,000	\$12,000

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>
New Faculty	0	2	0	0	0	0
Existing Faculty	3	0	0	2	0	2

Rend Lake College
Facility Management A.A.S. degree (65 credit hours)
Facility Management Certificate (33 credit hours)

Program Purpose: The Certificate will prepare for entry-level employment where a basic knowledge of building codes, building design and construction, mechanical and electrical systems operations, landscaping and grounds keeping is required.

The A.A.S. degree will prepare individuals for entry-level employment in or advancement into management positions requiring a more thorough knowledge of building codes, building design and construction, mechanical and electrical systems operations, landscaping, grounds keeping and asset management. The certificate fully articulates towards the degree program.

Catalog Description: The two-year program leads to an Associate in Applied Science Degree in Facility Management. This program is designed to prepare students for upper-level occupations involving the management of an organization's physical assets. The Certificate is designed to prepare students for entry-level occupations involving management of an organization's physical assets. Upon completion of the curricula, students should have thorough knowledge of building codes, building design and construction, mechanical and electrical systems operations, landscaping, grounds keeping and asset management. A wide variety of career opportunities exist for individuals to be employed in manufacturing plants, hospitals, high-rise buildings, educational institutions, recreation centers, as well as hotels and motels.

Curricular Information: The degree program requires 15 credit hours of general education coursework and 50 credit hours of required career and technical education coursework. The career and technical component includes instruction in introductory facility management, building environments, waste management, fleet management, architectural building technology, architectural construction systems, mechanical & electrical systems, architectural building codes, plan & development of green facilities, building automation and control systems, energy modeling & management, landscape & grounds management, introductory horticulture, sustainable building design, industrial safety, and office accounting. The certificate program requires a subset of this coursework including six (6) credit hours of general education and 27 credit hours of career and technical coursework. Both programs will prepare individuals for the National Occupational Safety & Health Administration OSHA 10-hour Construction (workplace safety) Certification. Assessment of student learning will be achieved through a comprehensive research project and a portfolio review.

Justification for Credit hours required for the degree: The proposed curricula align with Public Law 111-308 which requires building managers to hold certain competencies. Both programs also align with the International Association of Facility Managers (IFMA) competencies. Both programs require only the minimum amount of general education and the necessary career and technical coursework to meet competency requirements.

Accrediting Information: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college is supportive for programs in this field of study. According to the Illinois Department of Employment Security (IDES), employment of related occupations is expected to see growth between 3.5% locally and 6.8% Statewide through 2026. There are currently no other college districts offering similar programs specific to facilities management.

Table 1: Employer Partners

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Employers	Location
Hamilton County Assessor	McLeansboro, IL
Edmison and Associates Architects	Mt. Vernon, IL
Architechniques Ltd	Herrin, IL
Prof. of Arch. Drafting Tech. Div.	Vincennes, IN
Gilbert Surveying, Inc.	Mt. Vernon, IL
Round Table Design	Mt. Vernon, IL
Baysinger Design Group	Marion, IL
Mt. Vernon Neon	Mt. Vernon, IL
Shores Construction	Centralia, IL
Lipps Construction Company	Mt. Vernon, IL
City of Mt. Vernon	Mt. Vernon, IL
Lunsford Architects	Carterville, IL
Round Table Design	Mt. Vernon, IL
Depew & Owen Builders	Centralia, IL
Continental Tire North America Inc.	Mt. Vernon, IL
Franklin-Williamson County ROE	Benton, IL
Benton High School	Benton, IL
John Crawford Engineers/Surveyors	Carterville, IL
Hamilton County Coal	Dahlgren, IL
White & Borgognoni Architecture	Carbondale, IL
Southern Illinois University-	Carbondale, IL
Baysinger Architects	Marion, IL
Eggemeyer Associates Architects	Herrin, IL

Table 2: Projected Enrollments

Facility Management AAS	First Year	Second Year	Third Year
Full-Time Enrollments:	7	9	11
Part-Time Enrollments:	4	5	6
Completions:	-	6	13

Facility Management Cert	First Year	Second Year	Third Year
Full-Time Enrollments:	3	6	10
Part-Time Enrollments:	1	4	5
Completions:	2	8	11

Financial / Budgetary Information: Four existing part-time faculty will be required to implement the programs. Resources will be shared with existing programs and will utilize all existing facilities and equipment. The program will be fiscally supported through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	0	0	0
Administrator Costs	0	0	0
Other Personnel Costs	0	0	0
Equipment Costs	0	0	0

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Library/LRC Costs	0	0	0
Facility Costs*	0	0	0
Other	0	0	0
TOTAL NEW COSTS	0	0	0

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>
New Faculty	0	0	0	0	0	0
Existing Faculty	0	4	0	4	0	4

Richland Community College
Agronomy A.A.S. degree (60 credit hours)

Program Purpose: The program will prepare individuals for entry-level employment in the field of agriculture production with an understanding of all aspects of the industry including crop production, precision agriculture, and business management.

Catalog Description: Learn about all aspects of crop production, precision agriculture, and business management from instructors with real-world experience. Located literally in the middle of “America’s Agribusiness Center”, this program offers resources that are unique from those of any other college district. This degree is designed for those who are interested in pursuing a career in the crop science/agronomy sector. Sample of job titles with this degree: fertilizer and pesticide custom applicator, seed sales representative, precision ag specialist, crop scout, grain farmer, farm equipment operator, and farm manager.

Curricular Information: The degree program requires 16 credit hours of general education coursework and 44 credit hours of required career and technical education coursework. The career and technical component includes instruction in sales & marketing of ag products, pest management, crop scouting, ag business management, crop production, precision agriculture, soil fertility & nutrient management, crop management, GIS applications for agriculture, computer applications for agriculture, field experience in agriculture, supervised work-based experience in agriculture, and a work experience practicum and seminar in agriculture. Assessment of student learning will be achieved through evaluation of the student’s performance during their field and work-based learning experiences and well as through comprehensive projects in various ag areas.

Justification for Credit hours required for the degree: NA.

Accrediting Information: NA.

Supporting Labor Market Data (including employer partners): Labor market information provided by the college supports the interest in and the need for a two-year degree program in this field of study. According to the Illinois Department of Employment Security (IDES), projected employment growth for related occupations is around 3.5% statewide through 2026. The college worked with local employers and educators to design the curriculum as to particularly benefit local high school districts who offer dual credit in the academic general education and agriculture business courses.

Table 1: Employer Partners

Employers	Location
Growmark/Evergreen FS	Bloomington, IL (& multiple local locations)
Van Horn	Cerro Gordo, IL (& multiple local locations)
Sloan Implement, Inc.	Assumption, IL (& Taylorville, IL)

Table 2: Projected Enrollments

Agronomy AAS	First Year	Second Year	Third Year
Full-Time Enrollments:	18	24	30
Part-Time Enrollments:	12	18	18
Completions:	-	18	27

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Financial / Budgetary Information: One existing full-time, two existing part-time and two new (one full-, one part-time) faculty will be required to implement the program. Qualified faculty will hold at least a Bachelor’s degree, preferably a Master’s degree, in Agriculture, Agri-business or closely related field, have at least one year related work experience in agronomy/crop production, and some teaching experience. The college has budgeted funds to purchase new equipment during the first year and anticipates costs related to GIS mapping software and soil/crop consumable during each of the first three years of operation. The program will share classroom space and some laboratory resources with existing agriculture and horticulture programs. The program will be fiscally supported through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$8,000	\$65,000	\$67,000
Administrator Costs	\$66,000	\$67,000	\$69,000
Other Personnel Costs (student worker)	\$5,000	\$5,000	\$5,000
Equipment Costs	\$4,000	0	0
Library/LRC Costs	0	0	0
Facility Costs*	0	0	0
Other (Instruct Supplies)	\$2,400	\$2,000	\$2,400
TOTAL NEW COSTS	\$85,400	\$139,000	\$143,000

Table 4: Faculty Requirements

	First Year		Second Year		Third Year	
	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>
New Faculty	1	1	0	0	0	0
Existing Faculty	1	2	2	3	2	3

Agenda Item #9.1
March 15, 2019

INFORMATION ITEM – BASIC CERTIFICATE PROGRAM APPROVAL

Following is a list of Basic Certificates (less than 29 credit hours) that have been approved on behalf of the Illinois Community College Board by the President/CEO since the last Board meeting:

Permanent Program Approval

Elgin Community College

- Supply Chain & Logistics Specialist Certificate (18 credit hours)

Heartland Community College

- Enrolled Agent Certificate (16 credit hours)
- Paraprofessional Accounting Assistant Certificate (22 credit hours)
- Phlebotomist Certificate (4 credit hours)

McHenry County College

- Social Media Marketing Certificate (12 credit hours)

Parkland College

- Advanced UAS Certificate (9 credit hours)
- Agriculture Retail Operations Certificate (16 credit hours)

Temporary Program Approval

Carl Sandburg College

- Cyber Security Specialist Certificate (16 credit hours)