

APPROVED
JANUARY 18, 2023

Item #D-2
January 18, 2023

NEW UNITS OF INSTRUCTION AT PUBLIC COMMUNITY COLLEGES

Submitted for: Action.

Summary: This item requests approval of three new associate degree programs to be offered at three community colleges.

Action Requested: That the Illinois Board of Higher Education approves the following programs at the colleges indicated:

John A. Logan College

- Associate of Applied Science in Hospitality Management

Lincoln Land Community College

- Associate of Applied Science in Diesel Technologies

Wilbur Wright College

- Associate of Applied Science in Cannabis Studies



STATE OF ILLINOIS
BOARD OF HIGHER EDUCATION

NEW UNITS OF INSTRUCTION AT PUBLIC COMMUNITY COLLEGES

By statute, the Illinois Board of Higher Education (IBHE) is responsible for approving new associate degree programs proposed by public community colleges. The Board's approval criteria, defined in administrative rules, address relevance to college mission, academic control, faculty and staff, support services, financial resources, student demand, employer demand, curriculum, and congruence with IBHE policies and priorities. Before a recommendation for approval of an associate degree program is submitted to the IBHE for approval, staff of the IBHE and the Illinois Community College Board review the proposal. Once agreement is reached on a proposal having met the approval criteria, a recommendation for approval is presented to each board. In addition to the approval criteria in rules, each new program was reviewed for its contributions to the goals of the higher education strategic plan, A Thriving Illinois: Higher Education Paths to Equity, Sustainability, and Growth, which sets forth priorities to guide Illinois higher education. Staff recommendations are based on analyses of application materials and responses to staff questions.

Executive Summary

John A. Logan College

- Associate of Applied Science in Hospitality Management

John A. Logan College is seeking approval for a 62-credit hour Associate of Applied Science in Hospitality Management. The curriculum consists of 16 credit hours of required general education coursework and career and technical education coursework. The degree is designed for students to learn leadership skills and management practices that are valued in the hospitality industry. Graduates of the program will be prepared for management-level positions that oversee and supervise hotel, resort, and tourism operations for a variety of hospitality employers. There are policies in place to ensure faculty members possess the training, credentials, and qualifications to provide instruction in the proposed program. The College has sufficient library, technology, staff, and financial resources in place to support the proposed program.

Approval request summary, including staff conclusion, follows in Attachment A.

Lincoln Land Community College

- Associate of Applied Science in Diesel Technologies

Lincoln Land Community College is seeking approval for a 61-credit hour Associate of Applied Science in Diesel Technologies. The curriculum includes 15 credit hours of required general education and 46 credit hours of required career and technical education coursework. Students are prepared for careers in the agricultural, construction, and on-highway heavy truck industries. The program will meet requirements for various industry credentials including Environmental Protection Agency (EPA) 609 certification, which allows technicians to service mobile air conditioning systems;

and various manufacturer-specific certifications from Kenworth, Komatsu, Navistar, and Case/New Holland. These diesel equipment manufacturers are well-known by local employers and will offer students the benefit of recognized industry credentials in agriculture, construction, and the diesel service areas of employment. There are policies in place to ensure faculty members possess the training, credentials, and qualifications to provide instruction in the proposed program. The College has sufficient library, technology, staff, and financial resources in place to support the proposed program.

Approval request summary, including staff conclusion, follows in Attachment B.

Wilbur Wright College

- Associate of Applied Science in Cannabis Studies

Wilbur Wright College is seeking approval for a 61-credit hour Associate of Applied Science in Cannabis Studies. The curriculum includes 16 credit hours of required general education coursework, 36 credit hours of required career and technical education coursework, and nine credit hours of related technical electives developed according to guidelines developed by the Illinois Department of Financial and Professional Regulation (IDFPR) for obtaining the Responsible Vendor Certification. Graduates of the program will be prepared to work in the various scientific aspects of the cannabis industry as well as the legal, compliance, cultivation, advocacy, and business aspects of the industry. Students will have the opportunity to advance directly into the industry or pursue STEM-related curriculum at a university. There are policies in place to ensure faculty members possess the training, credentials, and qualifications to provide instruction in the proposed program. The College has sufficient library, technology, staff, and financial resources in place to support the proposed program.

Approval request summary, including staff conclusion, follows in Attachment C.

The staff recommends adoption of the following resolutions:

The Illinois Board of Higher Education hereby grants authority to the John A. Logan College to offer the Associate of Applied Science in Hospitality Management subject to the institution's implementation and maintenance of the conditions that were presented in its application and that form the basis upon which this authorization is granted.

The Illinois Board of Higher Education hereby grants authority to Lincoln Land Community College to offer the Associate of Applied Science in Diesel Technologies subject to the institution's implementation and maintenance of the conditions that were presented in its application and that form the basis upon which this authorization is granted.

The Illinois Board of Higher Education hereby grants authority to Wilbur Wright College to offer the Associate of Applied Science in Cannabis Studies subject to the institution's implementation and maintenance of the conditions that were presented in its application and that form the basis upon which this authorization is granted.

John A. Logan College
700 Logan College Drive
Carterville, Illinois 62918-2500
President: Dr. Kirk Overstreet

Proposed Program Title: Associate of Applied Science in Hospitality Management (62 credit hours)

Program Purpose

This program will prepare individuals for management-level positions that oversee and supervise hotel, resort, and tourism operations for a variety of hospitality employers.

Catalog Description

The Hospitality Management Associate in Applied Science (AAS) degree develops the leadership skills and management practices that are valued in the hospitality industry. The degree requires a minimum of 62 credits in program requirements, program electives, and general education.

Curricular Information

The curriculum consists of 16 credit hours of required general education coursework and 46 credit hours of career and technical education coursework. Career and technical education coursework includes instruction in introduction to the hospitality industry, meeting and event management, hospitality operations and advanced hospitality operations, sanitation, front office operations, hospitality facilities management, supervision in hospitality, service management in hospitality, restaurant service and sales, hospitality industry accounting, law for the hospitality industry, a required work-based learning experience, and related technical electives that focus in the areas of culinary arts, business, or communications/marketing. Assessment of student learning objectives will be achieved through evaluation of the student's performance in the work-based learning experience by program faculty and the worksite supervisor.

Justification for Credit hours required

The proposed curriculum exceeds 60 credit hours by two credit hours to include an internship course which was strongly recommended by the Program Advisory Committee to ensure students' employability.

Accrediting Information

John A. Logan College is accredited by the Higher Learning Commission. No additional program accreditation is required to offer the proposed program.

Diversity, Equity & Inclusion Efforts

John A. Logan College is committed to equity strategies that involve closing gaps on who enrolls, persists, and completes programs in this field of study. The College currently utilizes multiple forms of outreach with underrepresented groups in an effort to increase enrollment, retention and graduation rates. Efforts include marketing specifically in district counties with high levels of socio-

economic disparity and underrepresented populations; and establishing a partnership with the local workforce organization, MAN-TRA-CON, which helps match students with workforce training needs to services, programs, and financial resources. The college also plans to increase informational awareness of student support services such as the TRIO program, JALC Snack Locker, Disability Support Services, and Tutoring Services. The College continues its efforts to hire and retain a diverse faculty, staff, and administration through Diversity Equity and Inclusion (DEI) training for search committees, review of existing policies and practices, and providing access to DEI support activities throughout the year. The College recently implemented human resource policies that requires diversity goals for qualified candidate pools per position. The College will intentionally seek to expose program students to a diverse set of faculty within the classroom, employers through internships, and community through working in diverse regions within their five county district-area. The College regularly seeks input from minority-owned businesses and community leaders for participation in program advisory committees.

Supporting Labor Market Data (including employer partners)

Labor market information provided by the college supports the interest in and the need for training programs in this field of study. According to the Illinois Department of Employment Security (IDES), employment growth in hospitality management-related occupations is expected to increase statewide by 37 percent through 2030. Locally, the college has the support of multiple local employers within the district who are currently in need for additional workers in management. The College was recently approved to offer a Hospitality Management Operations Certificate that articulates into the proposed degree.

Table 1: Employer Partners

Employer	Location
Walker's Bluff Casino Resort	Carterville, IL
The Oasis	Marion, IL
Marion Stadium, LLC	Marion, IL
Visit SI (Williamson Country Tourism)	Marion, IL
Marion Cultural Civic Center	Marion, IL

Table 2: Projected Enrollments

Hospitality Management AAS degree	First Year	Second Year	Third Year
Full-Time Enrollments:	10	18	20
Part-Time Enrollments:	5	9	10
Completions:	-	8	8

Financial / Budgetary Information

The program will require one new full-time and two new part-time faculty the first year. Qualified faculty will hold at least a Bachelor's degree in Hospitality or closely related field and have at least five years of work experience. One year teaching experience is preferred. The program will be supported fiscally through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$64,341	\$264,833	\$66,325
Administrator Costs	-	-	-
Other Personnel Costs	-	-	-
Equipment Costs	-	-	-
Library/LRC Costs	-	-	-
Facility Costs	-	-	-
Other	-	-	-
TOTAL NEW COSTS	\$64,341	\$64,833	\$66,325

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

Staff Conclusion

John A. Logan College and its proposed program meet the criteria to implement the Board of Higher Education Act (110 ILCS 205) as set forth in 23. Ill. Admin. Code 1050.30 and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.

Lincoln Land Community College
5250 Shepherd Road
Springfield, Illinois 62703
President: Dr. Charlotte J. Warren

Proposed Program Title: Associate of Applied Science in Diesel Technologies (61 credit hours)

Program Purpose

This program will prepare individuals for entry-level positions diesel service positions in the agriculture, construction, and heavy equipment truck industries.

Catalog Description

Lincoln Land Community College (LLCC or The College) Diesel Technologies program is a two-year Associate Degree Program. Students are prepared for careers in the agricultural, construction, and on-highway heavy truck industries. Student instruction consists of a combination of classroom, hands-on lab, and work-based learning opportunities. Students will maintain, diagnose, and service diesel powered equipment in our state-of-the-art facility. Students complete two supervised paid internships during the sophomore year for a total of 630 contact hours. Upon completion of the program, graduates will be prepared to enter the workforce or continue their education if they so choose. Students must maintain a C or higher in all program classes (DET) to progress through the program. Students who fail a general education course will have one semester to make up the course or face dismissal from the program. Admission to the program requires a separate application than admission to the College.

Curricular Information

The curriculum consists of 15 credit hours of required general education coursework and 46 credit hours of career and technical education coursework. Career and technical education coursework includes instruction in diesel engine theory and repair, electrical systems, hydraulic systems, truck brakes and chassis, air conditioning systems, agricultural machinery, diesel fuel and emission systems, electronics, truck power trains, agricultural and construction power trains, shielded metal arc welding, hydraulic system diagnosis and repair, and a required work-based learning experience in diesel technologies. The program will prepare graduates for various industry credentials including Environmental Protection Agency (EPA) 609 certification, which allows technicians to service mobile air conditioning systems; and various manufacturer-specific certifications from Kenworth, Komatsu, Navistar, and Case/New Holland. These diesel equipment manufacturers are well-known by local employers and will offer students the benefit of recognized industry credentials in agriculture, construction, and the diesel service areas of employment. Assessment of student learning objectives will be achieved through evaluation of the student's performance in the work-based learning experience by program faculty and the worksite supervisor.

Justification for Credit hours required

The proposed curriculum exceeds 60 credit hours by one credit hours to include an employability skills course which comes heavily recommended by the Program Advisory Committee and helps to ensure students' employability.

Accrediting Information

Lincoln Land Community College is accredited by the Higher Learning Commission. The College will seek optional program accreditation by the Associated Equipment Dealer (AED) Foundation. AED “Standards for Construction Equipment Technology” guidelines were used in developing the proposed curriculum.

Diversity, Equity & Inclusion Efforts

LLCC is committed to equity strategies that involve closing gaps on who enrolls, persists, and completes programs in this field of study. The College currently utilizes multiple forms of outreach with underrepresented groups in an effort to increase enrollment, retention, and graduation rates. Efforts include improving promotion of the TRIO program and Student Support Services to students groups beyond traditional student organizations such as the Black Student Union, Veterans Club, and the Gay-Straight Alliance; hosting educational fairs to diverse audiences, and utilizing Student Success Coaches once students have enrolled in the program. Further, faculty monitor student progress and update Student Coaches regularly. The College continues its efforts to hire and retain a diverse faculty, staff, and administration through Diversity, Equity, and Inclusion (DEI) training for search committees, advertising to diverse audiences, review of existing policies and practices, and providing access to DEI support activities throughout the year. The College will intentionally seek to expose program students to a diverse set of faculty within the classroom, employers through internships, and opportunities to hear from diverse individuals with diverse backgrounds from the various industries and employers of diesel technology positions.

Supporting Labor Market Data (including employer partners)

Labor market information provided by the college supports the interest in and the need for training programs in this field of study. According to the Illinois Department of Employment Security (IDES), employment growth in diesel repair and maintenance occupations is expected to increase statewide between 9.5-16.2 percent through 2030. Locally, the College has the support of multiple local employers within the district who are currently in need for additional workers.

Table 1: Employer Partners

Employer	Location
Jenner Ag	Taylorville, IL
Gateway Dealer Network	Springfield, IL
Sloan Implement	Assumption, IL
Altorfer Cat	Springfield, IL
Centre State Trucks	Jacksonville, IL
United Rentals	Springfield, IL
Martin Equipment	Springfield, IL
Rush Truck Centers	Springfield, IL
Roland Machinery	Springfield, IL
Truck Centers	Springfield, IL

Table 2: Projected Enrollments

Diesel Technologies AAS degree	First Year	Second Year	Third Year
Full-Time Enrollments:	20	40	40
Part-Time Enrollments:	-	-	-
Completions:	18	36	36

Financial / Budgetary Information

The program will require one new full-time and one new part-time faculty the first year. Qualified faculty will preferably hold at least an Associate's degree in Diesel Technology or closely related field, hold Original Equipment Manufacturer (OEM) Certification, have at least three years of work experience. One year teaching experience is preferred. The program will be supported fiscally through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$73,734	\$147,468	\$147,468
Administrator Costs	\$107,767	\$107,767	\$107,767
Other Personnel Costs (Lab Tech)	\$23,800	\$23,800	\$23,800
Equipment Costs	\$34,778	\$100,000	\$75,000
Library/LRC Costs	-	-	-
Facility Costs (renovations)	\$685,780	-	-
Other	-	-	-
TOTAL NEW COSTS	\$1,237,859	\$375,035	\$354,035

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	1	1	0	0	0
Existing Faculty	0	0	1	1	2	1

Staff Conclusion

Lincoln Land Community College and its proposed program meet the criteria to implement the Board of Higher Education Act (110 ILCS 205) as set forth in 23. Ill. Admin. Code 1050.30 and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.

Wilbur Wright College
4300 N. Narragansett Avenue
Chicago, Illinois 60634
President: Dr. David Potash

Proposed Program Title: Associate of Applied Science in Cannabis Studies (61 credit hours)

Program Purpose

This program will prepare individuals for entry-level employment and advancement opportunities in the Cannabis Studies industry.

Catalog Description

The completion of this degree pathway prepares individuals to work in the various scientific aspects of the Cannabis Studies industry as well as the legal, compliance, cultivation, advocacy, and business aspects of the industry. Individuals will have the opportunity to advance directly into the industry or pursue STEM related curriculum at a four-year institution. There is also a possibility of credit transfer based on individual evaluation of the student's choice of institution.

Curricular Information

The curriculum includes 16 credit hours of required general education coursework, 36 credit hours of required career and technical education coursework and nine credit hours of related technical electives developed according to guidelines by the Illinois Department of Financial and Professional Regulation (IDFPR) for obtaining the Responsible Vendor Certification. The career and technical education coursework includes instruction in introduction to cannabis studies, cannabis and the law, entering the cannabis industry, restorative justice in cannabis, cannabis quality and compliance, cannabis processing, hemp horticulture and processing, introduction to medicinal cannabis, cannabis science, and business computer applications.

Assessment of student learning in both programs will be achieved through a cumulative coursework portfolio evaluation. The educational portfolio will include artifacts of the students' performance and progression through course objectives and program outcomes. The college also currently offers a 16-credit hour Dispensary Operations Certificate and a 30-credit hour Cannabis Processing Technician Certificate that fully articulates toward the proposed A.A.S. degree.

Justification for Credit hours required for the degree

The A.A.S. degree exceeds 60 credit hours by one credit hour. General education requirements include a botany course at four credit hours. Further, the content included, as supported by the Program Advisory Committee, allows students to earn their Responsible Vendor license and Occupational Health & Safety Administration (OSHA) training. These credentials are necessary for employment in the cannabis industry.

Accrediting Information

Wilbur Wright College is accredited by the Higher Learning Commission. The College is approved to offer cannabis training through IDFPR.

Diversity, Equity & Inclusion Efforts

Wilbur Wright College is committed to equity strategies that involve closing gaps on who enrolls, persists, and completes programs in this field of study. The program was developed in partnership with its sister college Olive-Harvey College, to intentionally address racial disparity in the cannabis industry. The College currently utilizes multiple forms of outreach with underrepresented groups in an effort to increase enrollment, retention and graduation rates. Efforts include the college's *Wright JobHire* and *Caminos al Exito* programs, which provide financial support for those seeking workforce training. These are just two examples of the college's history of collaborating with Community Based Organizations (CBOs) to reach the most underserved populations within the district. The College regularly promotes programs and services such as TRIO, the ACCESS Center for Disabilities, the Wellness Center, Food Pantry and Clothing Closet. Further, faculty monitor student progress through dedicated advising. The college continues its efforts to hire and retain a diverse faculty, staff, and administration through Diversity, Equity, and Inclusion (DEI) advertising to diverse audiences, review of existing policies and practices, and providing access to DEI support activities throughout the year. The College will intentionally seek to expose program students to a diverse set of faculty within the classroom, cannabis employers through internships, and opportunities to hear from diverse individuals with diverse backgrounds from employers, particularly minority business owners, within the cannabis industry.

Supporting Labor Market Data (including employer partners)

Labor market information provided by the college supports the interest in and the need for training programs in this field of study. According to Leafly's job report on the cannabis industry, Illinois ranks tenth among all states with the highest number of jobs in 2019. Further, a study by BDS Analytics found that by 2025, Illinois is expected to see nearly 60,000 jobs statewide in this industry. Wright College in collaboration with its sister college, Olive-Harvey College, developed this program with the support of the City of Chicago's Mayor's Office and the State of Illinois' Governor's Office. As such, the college has requested statewide classification for the proposed curricula, which will allow the college to offer this program to a wider audience as in-district students.

Table 1: Employer Partners

Employer	Location
Cabrini Green Legal Aid	Chicago, IL
Chicago NRML	Chicago, IL
Origo Labs	Chicago, IL
Cresco Labs	Chicago, IL
Gromentum Lab	Chicago, IL
Grow Greater Englewood	Chicago, IL
Minority Cannabis Studies Business Association	Chicago, IL
PharmaCann	Chicago, IL
Super Critical	Chicago, IL
Team Human Cultivation	Deerfield, IL

Table 2: Projected Enrollments

Cannabis Studies AAS degree	First Year	Second Year	Third Year
Full-Time Enrollments:	25	45	50
Part-Time Enrollments:	20	40	50
Completions:	-	18	25

Financial / Budgetary Information: The program will require one new full-time, two new part-time, one existing full-time, and eight existing part-time faculty the first year. Qualified faculty will hold an appropriate educational background for each cannabis-related course. This may include educational background in cannabis, agriculture, biology, and/or business. Faculty will also have at least one year work experience, and teaching experience is preferred. The College was awarded an Illinois Workforce Equity Grant for the last three years which has provided funding for the exploration, planning, and development of these curricula. The College has also received private donations from local businesses with the specific purpose of supporting these programs. Further, the Mayor's Office of Chicago has provided funding to the College to support curriculum development, faculty costs, and student development. Otherwise, the program will be supported fiscally through student tuition and fees.

Table 3: Financial Information

	First Year	Second Year	Third Year
Faculty Costs	\$62,000	\$63,860	\$65,775
Administrator Costs	-	-	-
Adjunct Faculty Costs	\$12,000	\$12,000	\$24,000
Equipment Costs	\$50,000	-	-
Library/LRC Costs	\$5,000	\$5,000	\$5,000
Facility Costs	-	-	-
Other (Accreditation, Prof Dev)	\$3,800	\$4,350	\$4,900
TOTAL NEW COSTS	\$132,800	\$85,210	\$99,675

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	2
Existing Faculty	0	0	1	2	1	2

Staff Conclusion

Wilbur Wright College and its proposed program meet the criteria to implement the Board of Higher Education Act (110 ILCS 205) as set forth in 23. Ill. Admin. Code 1050.30 and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.