

APPROVED
June 14, 2023



Dave Kelm
General Counsel

Item #G-3
June 14, 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:

Lake Land College

- Construction Occupations Associate of Applied Science

South Suburban College

- Associate of Applied Science in Cosmetology

Triton College

- Associate of Applied Science in Respiratory Care

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

Lake Land College

- Construction Occupations Associate of Applied Science

Lake Land College is seeking approval for a 62-credit hour Construction Occupations Associate of Applied Science. The curriculum includes 15 credit hours of required general education, as well as 47 credit hours of required career and technical education coursework. The program will also provide an educational ladder opportunity for Illinois Department of Corrections (IDOC) students who have completed the related Construction I and Construction II Certificate programs. Graduates will be prepared for mid-level positions within the construction/building trades industry. 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.

South Suburban College

- Associate of Applied Science in Cosmetology

South Suburban College is seeking approval for a 61-credit hour Associate of Applied Science in Cosmetology. The curriculum includes 15 credit hours of required general education, and 46 credit hours of required career and technical education coursework, designed to prepare individuals for the required Cosmetology Licensure through the Illinois Department of Financial and Professional Regulation (IDFPR). The proposed degree program will provide an educational ladder

opportunity for the College's Cosmetology Certificate and will prepare graduates for entry-level employment, and career advancement as cosmetologists. 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.

Triton College

- Associate of Applied Science in Respiratory Care

Triton College is seeking approval for a 68-credit hour Associate of Applied Science in Respiratory Care. The curriculum includes 20 credit hours of required general education, and 48 credit hours of required career and technical coursework. The curriculum was developed according to standards outlined by the Commission on Accreditation for Respiratory Care (CoARC) for education in respiratory care and qualifies graduates to sit for the Registered Respiratory Therapist (RRT) credentialing exam through the National Board for Respiratory Care immediately. 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 Lake Land College to offer the Construction Occupations Associate of Applied Science 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 the South Suburban College to offer the Associate of Applied Science in Cosmetology 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 Triton College to offer the Associate of Applied Science in Respiratory Care 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.

Lake Land College
5001 Lake Land Boulevard
Mattoon, Illinois 61938
President: Dr. Josh Bullock

Proposed Program Title: Construction Occupations Associate of Applied Science (62 credit hours)

Program Purpose

This program will prepare students for entry-level employment in construction. The program will also provide an educational ladder opportunity for Illinois Department of Corrections (IDOC) students who have completed the related Construction I and Construction II Certificate programs.

Catalog Description

The Construction Occupations Associate of Applied Science is designed for participants who are interested in pursuing mid-level positions within the construction/building trades industry. Emphasis is placed on the vast number of technical skills required to work within the various departments and jobs across this industry. Students will develop additional general education skills to improve future employment advancement.

Curricular Information

The curriculum includes 15 credit hours of required general education coursework, and 47 credit hours of career and technical education coursework. The career and technical component include instruction in introduction to construction occupations, blueprint reading, basic and advanced levels of carpentry, basic masonry and concrete finish, basic plumbing, residential wiring, sustainable residential construction, construction safety, construction leadership skills, construction contracting, construction estimating, and construction project management. Assessment of student learning will be achieved through evaluation of the student's performance during the construction project management course by program faculty.

Justification for Credit Hours Required for the Degree

The proposed program reflects the addition of general education coursework after having completed both the Construction Occupations I and Construction Occupations II Certificate programs.

Accrediting Information

Lake Land College (the College) is accredited by the Higher Learning Commission. No additional specialized program accreditation is required.

Diversity, Equity & Inclusion Efforts

The proposed Associate of Applied Science degree is intended to serve students in the Illinois Department of Corrections (IDOC) who are diverse in terms of gender, race, and age. The College and IDOC collect demographic information on students in each program by semester. The proposed degree will provide an additional credential opportunity to this disadvantaged population to assist in not only future employment but also more sustainable wages over the course

of their career and well after they re-enter the workforce. The proposed degree serves as an educational ladder/extension of the existing Construction certificate programs offered to IDOC students and will allow students with longer sentences to continue enrollment and not be limited to basic certifications. Data such as course enrollments, completions, and assessment is regularly used to evaluate student success and instructional practices. Students are provided the opportunity to complete an exit interview upon leaving the program to provide feedback to improve future performance. All college correctional staff receive diversity training as part of the annual training requirements. The College will intentionally seek to expose program students to a diverse set of faculty within the classroom and through opportunities to hear from diverse individuals with diverse backgrounds from various employers. The College markets, recruits and aims to hire a diverse set of faculty for all programs, including those associated with IDOC. Lake Land College is an equal opportunity employer.

Supporting Labor Market Data (including employer partners)

Labor market information provided by the College supports the need for training programs in this field of study. According to the Illinois Department of Employment Security (IDES), employment growth for construction trades workers is expected to increase around 8.5 percent statewide through 2030.

Table 1: Employer Partners

| Employer | Location |
|------------------------------------|------------------------|
| Illinois Department of Corrections | Multiple locations, IL |

Table 2: Projected Enrollments

| Construction Occupations AAS degree | First Year | Second Year | Third Year |
|--|-------------------|--------------------|-------------------|
| Full-Time Enrollments | 270 | 270 | 270 |
| Part-Time Enrollments | - | - | - |
| Completions | 75 | 100 | 150 |

Financial/Budgetary Information

The program will require 18 existing full-time faculty the first year. Qualified faculty will hold an associate degree in construction technology or a combination of education and at least one year of work experience in the field, some teaching experience preferred. Facilities and equipment are adequately in place to support the proposed program. All costs are covered through Illinois Department of Corrections grant funds.

Table 3: Financial Information

| | First Year | Second Year | Third Year |
|------------------------|-------------------|--------------------|-------------------|
| Faculty Costs | \$46,805 | \$52,848 | \$53,905 |
| Administrator Costs | - | - | - |
| Other Personnel costs | - | - | - |
| Equipment Costs | \$210,045 | - | - |
| Library/LRC Costs | - | - | - |
| Facility Costs | - | - | - |
| Other | - | - | - |
| TOTAL NEW COSTS | \$256,850 | \$52,848 | \$53,905 |

Table 4: Faculty Requirements

| | <u>First Year</u> | | <u>Second Year</u> | | <u>Third Year</u> | |
|------------------|-------------------|-----------|--------------------|-----------|-------------------|-----------|
| | Full-time | Part-time | Full-Time | Part-time | Full-Time | Part-time |
| New Faculty | 0 | 0 | 0 | 0 | 0 | 0 |
| Existing Faculty | 18 | 0 | 18 | 0 | 18 | 0 |

Staff Conclusion

Lake Land 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.

South Suburban College
15800 South State Street
South Holland, Illinois 60473
President: Dr. Lynette D. Stokes

Proposed Program Title: Associate of Applied Science in Cosmetology

Program Purpose

This program will prepare individuals for required state licensure, entry-level employment, and advancement opportunities as cosmetologists.

Catalog Description

The Associate in Applied Science (AAS) in Cosmetology offers students hands on training in all facets of cosmetology including hairstyling, esthetics, chemical services, nail services, salon operations, and license review. The program meets the standards of the Illinois Department of Finance and Professional Regulation (IDFPR) in total hours, teaching staff, equipment, facilities, libraries, and course content. Students are required to complete a specific number of hours in the program. Once students have completed a total of 1,500 hours of coursework and laboratory hours, they are ready to sit for the licensure examination through IDFPR. Cosmetologists must be licensed in the State of Illinois to practice. The AAS in Cosmetology will give students the critical thinking skills and education background to advance in the field.

Curricular Information

The curriculum includes 15 credit hours of required general education, and 46 credit hours of required career and technical education coursework. The career and technical component include instruction in introduction to cosmetology, health and safety, introductory health science for cosmetology, introductory/intermediate/advanced levels of hair styling, introductory/intermediate levels of nail technology, esthetics, chemical services, salon management, small business ownership, and cosmetology licensure review, in addition to 1500 contact hours of required clinical learning in an operational salon. The curriculum was developed according to standards outlined in the Barber, Cosmetology, Esthetics, Hair Braiding, and Nail Technology Act to prepare individuals for the required Cosmetologist Licensure through the IDFPR. Assessment of student learning will be achieved through evaluation of the student's performance during the salon operations clinical courses. Students will be evaluated during their work-based learning experience in the College's cosmetology lab by program faculty, including a licensed cosmetology-instructor. The proposed degree program will provide an educational ladder opportunity for the College's Cosmetology Certificate.

Justification for Credit Hours Required for the Degree

According to the Barber, Cosmetology, Esthetics, Hair Braiding, and Nail Technology Act Section 1175.330 Cosmetologists Curriculum Requirements, barber curriculum in the State of Illinois must include a minimum of 30 credit hours in barber content and a minimum of 1,500 hours of study over a period of nine months or longer. The proposed program meets these requirements.

Accrediting Information

South Suburban College (the College) is accredited by the Higher Learning Commission. Cosmetology programs must be approved by IDFPR in compliance with Section 1175.330 Cosmetologist Curriculum Requirements of the Barber, Cosmetology, Esthetics, Hair Braiding, and Nail Technology Act. The proposed curricula have been developed according to these requirements.

Diversity, Equity & Inclusion Efforts

South Suburban College is committed to equity strategies that involve closing gaps on who enrolls, persists, and completes programs in this field of study. The College recently implemented a strategic enrollment management plan which focuses on recruitment, onboarding, retention, and completion efforts to improve equitable initiatives. Efforts include increasing awareness of and access to the College's equity and special populations initiatives such as the Academic Assistance Center, Peer Mentoring, and Student Success Coaches. The cosmetology program is currently a part of the College's Workforce Equity Initiative (WEI). Students admitted into the cosmetology program will have access to Workforce Equity Initiative Coaches that will assist students and monitor their progress throughout the program. The College continues its efforts to hire and retain a diverse faculty, staff, and administration through cultural competency training for search committees, advertising to diverse audiences, review of existing policies and practices, and providing access to Diversity Equity and Inclusion (DEI) support activities throughout the year. The Teaching & Learning Center provides resources and regular opportunities for faculty and staff to incorporate DEI philosophies into course content and instruction. 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 cosmetology professionals within the district.

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 occupations related to barbering is expected to increase statewide around 14 percent through the year 2030.

Table 1: Employer Partners

| Employer | Location |
|-----------------------------------|--------------------------|
| Tailor Made Kutz & Kurlz | Chicago Heights, IL |
| Nates Barber Shop | Chicago Heights, IL |
| Right Touch Barber & Beauty | Sauk Village, IL |
| SVS Studies | Oak Forest, IL |
| Tonsorial Artist | South Holland, IL |
| Studway Style Barber & Hair Salon | Steger, IL |
| Phipps Academy | Richton Park/Bradley, IL |
| Epiphany's Beauty College | Richton Park, IL |

Table 2: Projected Enrollments

| Cosmetology AAS degree | First Year | Second Year | Third Year |
|-------------------------------|-------------------|--------------------|-------------------|
| Full-Time Enrollments | 8 | - | 8 |
| Part-Time Enrollments | - | - | - |
| Completions | - | 7 | - |

Financial/Budgetary Information

The program will require one new full-time and three new part-time faculty the first year. Qualified faculty will hold a current professional teacher license in cosmetology instruction, hold a current Illinois Cosmetologist License, have at least two years of work experience as a professional cosmetologist and two years of teaching experience. Facilities costs are being fully funded through Workforce Equity Initiative (WEI) grant funds. The program will otherwise be supported fiscally through student tuition and fees.

Table 3: Financial Information

| | First Year | Second Year | Third Year |
|------------------------|-------------------|--------------------|-------------------|
| Faculty Costs | \$76,000 | \$80,000 | \$84,00 |
| Administrator Costs | - | - | - |
| Other Personnel costs | - | - | - |
| Equipment Costs | \$68,307 | - | - |
| Library/LRC Costs | - | - | - |
| Facility Costs | - | - | - |
| Other (Consumables) | \$25,000 | \$15,000 | \$15,000 |
| TOTAL NEW COSTS | \$169,307 | \$95,000 | \$99,000 |

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 | 3 | 0 | 0 | 0 | 0 |
| Existing Faculty | 0 | 0 | 1 | 3 | 1 | 3 |

Staff Conclusion

South Suburban 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.

Triton College
2000 Fifth Avenue
River Grove, Illinois 60171
President: Ms. Mary-Rita Moore

Proposed Program Title: Associate of Applied Science in Respiratory Care

Program Purpose

This program will prepare individuals for entry-level employment as respiratory care technicians, leading to national credentialing as a Registered Respiratory Technician (RRT).

Catalog Description

Respiratory Care program provides students with academic and clinical training in preparation for employment as a respiratory care practitioner. Students will be trained to develop professional skills in advanced respiratory care techniques (including in neonatal, pediatric, and adult special care procedures), general and advanced pharmacology, cardiopulmonary disease, patient assessment, and therapeutics. Upon completion of the program, a graduate is considered eligible and qualified to take the certification and registry examinations, and the specialty examinations for pediatrics/neonatology, adult critical care specialist, and pulmonary function technology offered by the National Board for Respiratory Care. Additionally, graduates are eligible for a license to practice in states with licensure and/or registration laws.

Curricular Information

The Associate of Applied Science in Respiratory Care (AAS) curriculum includes 20 credit hours of required general education, and 48 credit hours of required career and technical education coursework. The career and technical component include instruction in introductory respiratory care, cardiopulmonary anatomy and physiology, cardiopulmonary pharmacology, basic and advanced respiratory procedures, drug calculations, cardiopulmonary diagnostics, introductory and advanced levels of cardiopulmonary diseases, advanced intensive respiratory care, pulmonary function testing, hemodynamic monitoring, neonatal pediatric intensive care, long term respiratory care, advanced respiratory techniques, board exam review, and four levels of clinical practice in respiratory care. Assessment of student learning will be achieved through evaluation of the student's performance during the clinical practicum experience by program faculty and the worksite supervisor. The curriculum was developed according to standards outlined by the Commission on Accreditation for Respiratory Care (CoARC) for education in respiratory care. Completion of an accredited program qualifies graduates to sit for the Registered Respiratory Therapist (RRT) credentialing exam through the National Board for Respiratory Care immediately.

Justification for Credit Hours Required for the Degree

Content and clinical practice contact hours meet the criteria for program accreditation and student credentialing outlined by the Commission on Accreditation for Respiratory Care (CoARC). The proposed curriculum includes all general education pre-requisite science courses, as well as those required for accreditation.

Accrediting Information

Triton College (the College) is accredited by the Higher Learning Commission. Specialized program accreditation through the Commission on Accreditation for Respiratory Care (CoARC) is required for students to be eligible for national credentialing. The College will be able to apply for conditional accreditation through CoARC once all state-level approvals have been granted. Following the first class of students completing, the College will complete a programmatic self-study, and CoARC will conduct a site visit leading to full accreditation.

Diversity, Equity & Inclusion Efforts

Triton College is committed to equity strategies that involve closing gaps on who enrolls, persists, and completes programs in this field of study. Triton is a designated Hispanic Serving Institution (HSI) by the U.S. Department of Education. Through the Recruitment and Outreach Services Department, the College currently utilizes multiple forms of outreach with underrepresented groups in an effort to increase enrollment, retention and graduation rates. Efforts include increasing awareness of and access to the College's equity and special populations initiative such as the TRIO, Triumph, and Surge student support programs (focused on supporting first-generation, low-income, and minority students); increased attendance at local high school fairs; and an increased engagement with industry partners. The College continues its efforts to hire and retain a diverse faculty, staff, and administration through cultural competency training for search committees, advertising to diverse audiences, review of existing policies and practices, and providing access to Diversity Equity and Inclusion 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 employers of respiratory care professionals.

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 for respiratory therapists is expected to increase statewide around 18.7 percent through the year 2030. Based on information provided by the College, CoARC is considering adjusting their educational requirement to the AAS degree as the entry-level point for advanced hiring, rather than a bachelor's degree. As such, CoARC is seeking to increase the number of accredited programs at the associate's level to develop more pathways with baccalaureate programs.

Table 1: Employer Partners

| Employer | Location |
|--|-----------------------|
| Rush University Medical Center | Chicago, IL |
| RML Specialty Hospital | Chicago, IL |
| Advocate IL Masonic Medical Center | Chicago, IL |
| Northwestern Memorial Hospital | Chicago, IL |
| University of Chicago Medical Center | Chicago, IL |
| University of Illinois Medical Center | Chicago, IL |
| Kindred Hospitals (Multiple Locations) | Chicago, IL |
| Rush Oak Park Hospital | Oak Park, IL |
| Advocate Christ Medical Center | Oak Lawn, IL |
| Condell Medical Center | Libertyville, IL |
| Gottlieb Memorial Hospital | Melrose Park, IL |
| Edward-Elmhurst Health | Elmhurst, IL |
| Loyola University Medical Center | Maywood, IL |
| Northwest Community Hospital | Arlington Heights, IL |

Table 2: Projected Enrollments

| Respiratory Care AAS degree | First Year | Second Year | Third Year |
|-----------------------------|------------|-------------|------------|
| Full-Time Enrollments | 15 | 25 | 25 |
| Part-Time Enrollments | - | - | - |
| Completions | - | 15 | 25 |

Financial/Budgetary Information

The program will require one (1) new full-time and one (1) existing full-time faculty the first year. Qualified faculty will hold a bachelor's degree in Respiratory Care or a closely related healthcare field, hold current National Board credentialing as an RRT, have at least four years of work experience, and at least two years of teaching experience. The program will be supported fiscally through student tuition and fees.

Table 3: Financial Information

| | First Year | Second Year | Third Year |
|------------------------|------------------|------------------|------------------|
| Faculty Costs (FT/PT) | \$55,000 | \$102,250 | \$146,074 |
| Administrator Costs | - | - | - |
| Other Personnel Costs | - | - | - |
| Equipment Costs | \$120,000 | \$85,509 | - |
| Library/LRC Costs | - | - | - |
| Facility Costs | - | - | - |
| Other | - | - | - |
| TOTAL NEW COSTS | \$175,000 | \$187,759 | \$146,074 |

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 | 0 | 0 | 0 |
| Existing Faculty | 1 | 0 | 2 | 0 | 3 | 0 |

Staff Conclusion

Triton 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.