

Item #10.1
September 11, 2020

Illinois Community College Board

NEW UNITS OF INSTRUCTION
Permanent Approval

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:

The Illinois Community College Board hereby approves the following new units of instruction for the community colleges listed below:

PERMANENT PROGRAM APPROVAL

Morton College

- Associate in Engineering Science (A.E.S.) degree (65 credit hours)

Harry S Truman College

- Barbering Certificate (50 credit hours)

Rock Valley College

- Advanced Mechatronics Certificate (31 credit hours)
- Multimedia Journalism Certificate (32 credit hours)

Shawnee Community College

- Barbering Certificate (40 credit hours)
- Esthetics Certificate (32 credit hours)

BACKGROUND

Morton College Associate in Engineering Science (A.E.S.) degree (65 credit hours)

Morton College is seeking approval to offer a 65 credit hour Associate in Engineering Science (A.E.S) degree for students planning to pursue a Bachelor's of Science in Engineering degree upon transfer to a baccalaureate institution. The proposed A.E.S degree curriculum is closely aligned with lower division coursework at universities offering bachelor's degree programs in all engineering majors. The proposal satisfies ICCB Administrative Rules for the A.E.S. degree program, regarding total credit hours, general education requirements, faculty qualifications, and the IAI engineering major panel recommendations. To gain admission to this program, students must meet the general admission standards for the college. The A.E.S degree program at Morton College will target recent high school graduates or returning students who are especially strong in math, science, and writing skills. During the past five years the college was awarded several grants to promote and develop STEM education in the district. Related to this process the college identified gaps in service to a large number of students interested in pursuing STEM education for transfer to a baccalaureate institution. The current Associate in Science (A.S.) degree has not fulfilled the need for these students. An approved A.E.S. degree program at Morton College will provide a clear academic pathway for students pursuing a baccalaureate/transfer engineering degree, will encourage completion of a program without the ambiguity of coursework, and will reduce the cost for the students. Existing classroom, computer labs, and libraries are adequate for the implementation of the proposed program. The college plans to renovate several existing laboratories specifically for engineering coursework and purchase equipment using existing Title III grant funds. The program will otherwise be supported fiscally through student tuition and fees.

Harry S Truman College Barbering Certificate (50 credit hours)

Program Purpose: This program will prepare individuals for required state licensure and entry-level employment as barbers.

Catalog Description: The Barbering program at Truman College offers students hands on training in the art, science and technique used in the barbering. This includes the design of hair, facial shaving, chemical services for hair, installation of temporary hair pieces, salon operations, and barber 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 practical learning experience hours in a barbering salon. Once students have completed all coursework and laboratory hours, they are ready to sit for the licensure examination through the IDFPR. Students must be licensed in order to practice Barbering in Illinois.

Curricular Information: The curriculum requires 50 credit hours of career and technical education coursework. The career and technical component includes instruction in introduction to barbering, introductory/intermediate/advanced levels in the art of barbering, introductory/intermediate /advanced levels of salon operations, chemical services, barber styling, barber business, and barber license review. 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 Barber Licensure through the Illinois Department of Financial and Professional Regulation (IDFPR).

Assessment of student learning will be achieved through evaluation of the student's performance during the practical learning experiences imbedded in the courses. Students will be evaluated during their work-based learning experience by program faculty, including a licensed barber-instructor.

Accrediting Information: The program must be approved by IDFPR in compliance with Section 1175.330 Barber Curriculum Requirements of the Barber, Cosmetology, Esthetics, Hair Braiding, and Nail Technology Act. The college has plans to seek IDFPR approval once all required State Board approvals have been received and the Barber College Salon is ready for inspection.

Justification for Credit hours required: Barber curriculum in the State of Illinois must be a minimum of 1500 clock hours, according to the Barber, Cosmetology, Esthetics, Hair Braiding, and Nail Technology Act Section 1175.330 Barber Curriculum Requirements.

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 locally around 10%, statewide around 4%, and nationally around 13% through the year 2026.

Table 1: Employer Partners

| Employer | Location |
|---------------------|----------------------------------|
| Larry's Barber Shop | Multiple Locations / Chicago, IL |

Table 2: Projected Enrollments

| Barbering Certificate | First Year | Second Year | Third Year |
|------------------------------|-------------------|--------------------|-------------------|
| Full-Time Enrollments: | 25 | 30 | 35 |
| Part-Time Enrollments: | 10 | 10 | 10 |
| Completions: | 25 | 30 | 35 |

Financial / Budgetary Information: The programs will require four (4) new part-time faculty the first year. Qualified faculty will hold a current professional license in barber instruction, hold a current Illinois Barber License, have at least two years work experience as a professional barber and one year teaching experience. Some new equipment purchases to meet IDFPR requirements have been budgeted during the first year. The program will share many existing resources with the college's approved Cosmetology training program. The Barbering Certificate program will be supported fiscally through student tuition and fees.

Table 3: Financial Information

| | First Year | Second Year | Third Year |
|------------------------|-------------------|--------------------|-------------------|
| Faculty Costs | \$43,200 | \$44,496 | \$45,830 |
| Administrator Costs | - | - | - |
| Other Personnel costs | - | - | - |
| Equipment Costs | \$10,330 | - | - |
| Library/LRC Costs | - | - | - |
| Facility Costs* | - | - | - |
| Other | - | - | - |
| TOTAL NEW COSTS | \$53,530 | \$44,496 | \$45,830 |

Table 4: Faculty Requirements

| | First Year | | Second Year | | Third Year | |
|------------------|-------------------|------------------|--------------------|------------------|-------------------|------------------|
| | Full-time | Part-time | Full-Time | Part-time | Full-Time | Part-time |
| New Faculty | 0 | 4 | 0 | 0 | 0 | 0 |
| Existing Faculty | 0 | 0 | 0 | 4 | 0 | 4 |

Rock Valley College
Advanced Mechatronics Certificate (31 credit hours)

Program Purpose: This program will prepare individuals for entry-level employment as maintenance technicians capable of testing and repairing machines but also reprogramming controls for streamlining processes.

Catalog Description: Graduates of the Advanced Mechatronics Certificate program are prepared for career in advanced automation, robotics, and the application of mechanical and electrical technologies to support local industries. This Advanced Certificate includes building, maintaining and troubleshooting automated

manufacturing systems, servicing, and adjusting robots, writing PLC programming, servicing pneumatic and hydraulic equipment, and monitoring manufacturing safety and quality.

Curricular Information: The curriculum requires 31 credit hours of career and technical education coursework. The career and technical component includes instruction in college-level mathematics, introductory-intermediate-advanced levels of mechanical systems, electrical systems, graphics, robotics and automation, advanced manufacturing, fundamentals of programmable logic controllers (PLCs), applications of PLCs, pneumatics and hydraulics, industrial robots, and work place ethics. Assessment of student learning will be achieved through evaluation of the student’s performance on a comprehensive final project. The proposed program will also provide an educational ladder opportunity for students and graduates of the college’s existing Fundamentals of Mechatronics Certificate.

Accrediting Information: NA.

Justification for Credit hours required: The program exceeds 30 credit hours by one credit, which is tied directly to one, 1-credit hour work place ethics course the program advisory committee felt was important to students.

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 industrial machinery maintenance are expected to increase by 10.3% statewide through the year 2026.

Table 1: Employer Partners

| Employer | Location |
|---------------------|--------------|
| Bergstrom, Inc. | Rockford, IL |
| Bourn-Koch | Rockford, IL |
| Martin Automatic | Rockford, IL |
| Dial Machine | Rockford, IL |
| IMA Automation | Rockford, IL |
| All World Machinery | Roscoe, IL |

Table 2: Projected Enrollments

| Adv Mechatronics Certificate | First Year | Second Year | Third Year |
|------------------------------|------------|-------------|------------|
| Full-Time Enrollments: | 4 | 4 | 8 |
| Part-Time Enrollments: | 8 | 16 | 20 |
| Completions: | 1 | 4 | 8 |

Financial / Budgetary Information: The program will require one (1) existing full-time and five (5) new part-time faculty the first year. Qualified faculty will hold at least an Associate’s degree in an industrial maintenance related field, certification specific to skills being taught, at least one year related work experience and some teaching experience is preferred. Industry certifications in SolidWorks for graphics courses, FANUC certification for robotics and automation courses is required.

All facilities are in place to adequately support the program. Equipment purchases are planned during the first two years of the program. The program will be supported fiscally through student tuition and fees.

Table 3: Financial Information

| | First Year | Second Year | Third Year |
|---------------------------------------|------------------|------------------|-----------------|
| Faculty Costs | - | \$80,000 | \$80,000 |
| Administrator Costs | - | - | - |
| Other Personnel costs (staff support) | \$15,750 | \$3,150 | \$18,900 |
| Equipment Costs | \$326,210 | \$84,665 | - |
| Library/LRC Costs | - | - | - |
| Facility Costs* | - | - | - |
| Other | - | - | - |
| TOTAL NEW COSTS | \$341,960 | \$167,815 | \$98,900 |

Table 4: Faculty Requirements

| | <u>First Year</u> | | <u>Second Year</u> | | <u>Third Year</u> | |
|------------------|-------------------|------------------|--------------------|------------------|-------------------|------------------|
| | <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 | 5 | 1 | 4 | 0 | 0 |
| Existing Faculty | 0 | 1 | 0 | 6 | 1 | 10 |

Rock Valley College
Multimedia Journalism Certificate (32 credit hours)

Program Purpose: This program will prepare individuals for entry-level employment in journalism and public relations positions.

Catalog Description: Students who complete the Multimedia Journalism Certificate program will learn how to write and edit news stories, design and create new web pages, produce audio and video documentaries, and much more. Graduates of this program are ready to join the world of journalism and public relations with a complete journalism portfolio in hand.

Curricular Information: The curriculum requires 32 credit hours of career and technical education coursework. The career and technical component includes instruction in introduction to mass communications, public relations, news writing, news editing, writing for multimedia, photojournalism, broadcast announcing, audio production, video production, work place ethics, documentary production, and a required mass communications internship. Assessment of student learning will be achieved through evaluation of the student’s performance during the work-based learning experience by program faculty and worksite supervisor.

Accrediting Information: NA.

Justification for Credit hours required: The program exceeds 30 credit hours by two credits, which ties directly to two, 1-credit hour courses the program advisory committee felt were important to students: the workplace ethics and internship courses.

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 journalism and public relations are expected to increase by 3.5% statewide through the year 2026.

Table 1: Employer Partners

| <u>Employer</u> | <u>Location</u> |
|------------------------------|-----------------|
| WTVO | Rockford, IL |
| WREX | Rockford, IL |
| WIFR | Rockford, IL |
| WNIJ/WNIU | DeKalb, IL |
| Mid-West Family Broadcasting | DeKalb, IL |
| Townsquare Media | Rockford, IL |
| Rockford Register Star | Rockford, IL |
| Rock River Times | Rockford, IL |
| Rockford Buzz | Rockford, IL |
| Mosaic World Film Festival | DeKalb, IL |

Table 2: Projected Enrollments

| <u>Multimedia Journalism Certificate</u> | <u>First Year</u> | <u>Second Year</u> | <u>Third Year</u> |
|--|-------------------|--------------------|-------------------|
| Full-Time Enrollments: | 10 | 15 | 20 |
| Part-Time Enrollments: | 6 | 9 | 12 |
| Completions: | 5 | 10 | 15 |

Financial / Budgetary Information: The program will require one (1) existing full-time and three (3) new part-time faculty the first year.

Qualified faculty will hold a Master’s degree for transferable coursework or a Bachelor’s degree in Journalism or Public Relations for career and technical coursework. At least one to five years work experience in the field and one year teaching experience are preferred.

All facilities and equipment are in place to adequately support the program. The program will be supported fiscally through student tuition and fees.

Table 3: Financial Information

| | First Year | Second Year | Third Year |
|------------------------|-------------------|--------------------|-------------------|
| Faculty Costs | \$100,000 | \$100,000 | \$100,000 |
| Administrator Costs | - | - | - |
| Other Personnel costs | - | - | - |
| Equipment Costs | - | - | - |
| Library/LRC Costs | - | - | - |
| Facility Costs* | - | - | - |
| Other | - | - | - |
| TOTAL NEW COSTS | \$100,000 | \$100,000 | \$100,00 |

Table 4: Faculty Requirements

| | First Year | | Second Year | | Third Year | |
|------------------|-------------------|------------------|--------------------|------------------|-------------------|------------------|
| | Full-time | Part-time | Full-Time | Part-time | Full-Time | Part-time |
| New Faculty | 0 | 3 | 0 | 0 | 0 | 0 |
| Existing Faculty | 1 | 0 | 1 | 3 | 1 | 3 |

Shawnee Community College
Barbering Certificate (40 credit hours)

Program Purpose: This program will prepare individuals for required state licensure and entry-level employment as barbers.

Catalog Description: The Shawnee Community College Barbering Certificate is designed to provide students with the basic knowledge and industry standard entry level skills required for state licensure. This includes the design of hair, facial shaving, chemical services for hair, installation of temporary hair pieces, salon operations, and barber 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 practical learning experience hours in a barbering salon. Once students have completed all coursework and laboratory hours, they are ready to sit for the licensure examination through the IDFPR. Students must be licensed in order to practice Barbering in Illinois.

Curricular Information: The curriculum requires 40 credit hours of career and technical education coursework and a required internship experience. The career and technical component includes instruction in introduction to barbering, introductory/intermediate/advanced levels in the art of barbering, introductory/intermediate /advanced levels of salon operations, chemical services, barber styling, barber business, and barber license review. 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 Barber Licensure through the Illinois Department of Financial and Professional Regulation (IDFPR).

Assessment of student learning will be achieved through evaluation of the student’s performance during the practical learning experiences imbedded in the courses. Students will be evaluated during their work-based learning experience by program faculty, including a licensed barber-instructor.

Accrediting Information: The program must be approved by IDFPR in compliance with Section 1175.330 Barber Curriculum Requirements of the Barber, Cosmetology, Esthetics, Hair Braiding, and Nail

Item #10.1
September 11, 2020

Technology Act. The college has plans to seek IDFPR approval once all required State Board approvals have been received and the Barber College Salon is ready for inspection.

Justification for Credit hours required: Barber curriculum in the State of Illinois must be a minimum of 1500 clock hours, according to the Barber, Cosmetology, Esthetics, Hair Braiding, and Nail Technology Act Section 1175.330 Barber Curriculum Requirements.

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 locally around 7%, statewide around 4%, and nationally around 13% through the year 2026.

Table 1: Employer Partners

| Employer | Location |
|-----------------------|----------------|
| Kelly's Mane Image | Metropolis, IL |
| Beyond the Mirror | Metropolis, IL |
| Cheveux Salon | Marion, IL |
| Smart Style | Harrisburg, IL |
| Sylvia's Brushstrokes | Vienna, IL |

Table 2: Projected Enrollments

| Barbering Certificate | First Year | Second Year | Third Year |
|------------------------|------------|-------------|------------|
| Full-Time Enrollments: | 15 | 30 | 40 |
| Part-Time Enrollments: | - | - | - |
| Completions: | 15 | 30 | 40 |

Financial / Budgetary Information: The programs will require one (1) new full, two (2) existing full-time and one (1) existing part-time faculty the first year. Qualified faculty will hold a current professional license in barber instruction, hold a current Illinois Barber License, have at least two years work experience as a professional barber and one year teaching experience. The program will share existing resources with the college's approved Cosmetology training program. The Barbering Certificate program will be supported fiscally through student tuition and fees.

Table 3: Financial Information

| | First Year | Second Year | Third Year |
|---|-----------------|-----------------|-----------------|
| Faculty Costs | \$38,615 | \$38,615 | \$38,615 |
| Administrator Costs | - | - | - |
| Other Personnel costs | - | - | - |
| Equipment Costs | - | - | - |
| Library/LRC Costs | - | - | - |
| Facility Costs* | - | - | - |
| Other (instructional materials & IDFPR Fees) | \$5,240 | \$5,185 | \$5,185 |
| TOTAL NEW COSTS | \$43,855 | \$43,800 | \$43,800 |

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

Shawnee Community College
Esthetics Certificate (32 credit hours)

Program Purpose: This program will prepare individuals for required state licensure and entry-level employment as estheticians.

Catalog Description: The Shawnee Community College Esthetics Certificate is designed to provide students with the basic knowledge and industry standard entry level skills required for state licensure. 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. The program will prepare students for the National Esthetician Certification Association (NCEA) Certified Esthetician credential, and licensure in Illinois, a requirement for employment.

Curricular Information: The curriculum requires 32 credit hours of career and technical education coursework and a required internship experience. The curriculum includes coursework in professional ethics, personal hygiene, sterilization and sanitation, skin analysis, scientific concepts of skin care, special esthetics procedures, non-therapeutic massage, skin health and nutrition, mask therapy, facial treatments, professional equipment usage, hair removal processes and professional makeup techniques, in addition to 850 hours of clinical practice. 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 licensure through the Illinois Department of Financial and Professional Regulation (IDFPR).

Assessment of student learning will be achieved through evaluation of the student's performance during the practical learning experiences imbedded in the courses. Students will be evaluated during their work-based learning experience by program faculty, including a licensed esthetics instructor.

Accrediting Information: The program must be approved by IDFPR in compliance with Section 1175.835 Esthetics Curriculum Requirements of the Barber, Cosmetology, Esthetics, Hair Braiding, and Nail Technology Act. The college has plans to seek IDFPR and NCEA approval once all required State Board approvals have been received.

Justification for Credit hours required: Esthetics curriculum in the State of Illinois must be a minimum of 850 clock hours, according to the Barber, Cosmetology, Esthetics, Hair Braiding, and Nail Technology Act Section 1175.330 Barber Curriculum Requirements.

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 esthetics and skin care occupations is expected to increase around 4% statewide through the year 2026.

Table 1: Employer Partners

| Employer | Location |
|-----------------------|-----------------|
| Kelly's Mane Image | Metropolis, IL |
| Beyond the Mirror | Metropolis, IL |
| Cheveux Salon | Marion, IL |
| Smart Style | Harrisburg, IL |
| Sylvia's Brushstrokes | Vienna, IL |

Table 2: Projected Enrollments

| Esthetics Certificate | First Year | Second Year | Third Year |
|------------------------------|-------------------|--------------------|-------------------|
| Full-Time Enrollments: | 15 | 30 | 40 |
| Part-Time Enrollments: | - | - | - |
| Completions: | 15 | 30 | 40 |

Financial / Budgetary Information: The program will require one (1) new full, two (2) existing full-time and one (1) existing part-time faculty the first year. Qualified faculty will hold a current professional license in esthetics, hold a current Illinois License, have at least two years work experience as a professional esthetician and one year teaching experience. The program will share existing resources with the college's approved Cosmetology training program. The Esthetics Certificate program will be supported fiscally through student tuition and fees.

Item #10.1
September 11, 2020

Table 3: Financial Information

| | First Year | Second Year | Third Year |
|--|-------------------|--------------------|-------------------|
| Faculty Costs | \$24,424 | \$24,424 | \$24,424 |
| Administrator Costs | - | - | - |
| Other Personnel costs | - | - | - |
| Equipment Costs | - | - | - |
| Library/LRC Costs | - | - | - |
| Facility Costs* | - | - | - |
| Other (instructional materials & IDFPR Expansion fee) | \$7,057 | \$7,007 | \$7,007 |
| TOTAL NEW COSTS | \$31,481 | \$31,431 | \$31,431 |

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