

INSTRUCTIONAL PROGRAMS AND COURSES
TECHNICAL AND VOCATIONAL COURSES

EFAB
(LEGAL)

VOCATIONAL
EDUCATIONAL
PROGRAM

Part of the purpose of the College District shall be to provide:

1. Technical programs up to two years in length leading to associate degrees or certificates;
2. Vocational programs leading directly to employment in semi-skilled and skilled occupations;
3. Continuing adult education programs for occupational or cultural upgrading; and
4. Work force development programs designed to meet local and statewide needs.

Education Code 130.003(e)

DEFINITIONS

“Certificate program” means workforce programs designed for entry-level employment or for upgrading skills and knowledge within an occupation. Certificate programs serve as building blocks and exit points for AAS degree programs.

“Technical courses or programs” mean workforce education courses or programs for which semester/quarter credit hours are awarded.

“Vocational courses or programs” mean workforce education courses or programs for which continuing education units (CEUs) are awarded.

“Workforce continuing education course” means a course offered for CEUs with an occupationally specific objective and supported by state funding. A workforce continuing education course differs from a community service course offered for recreational or vocational purposes and is not supported by state funding.

“Workforce education” means technical courses and programs for which semester/quarter credit hours are awarded, and vocational courses and programs for which CEUs are awarded. Workforce education courses and programs prepare students for immediate employment or job upgrade within specific occupational categories.

19 TAC 9.1

NEW DEGREE AND
CERTIFICATE
PROGRAMS

Requests for new associate degree and certificate programs shall be made in accordance with the procedures stipulated below:

1. Approval of new associate degree and certificate programs is automatic if all of the following conditions are met. The institution shall certify that:
 - a. The program has institutional and governing board approval.

- b. The College District has researched and documented current job market need for the program and/or that the program would lead to opportunities for further education.
- c. There is recent evidence of both short-term and long-term student demand for the program.
- d. Enrollment projections reflect student demand estimates to ensure the financial self-sufficiency of the program.
- e. Basic and career technical/workforce skills have been integrated into the curriculum.
- f. The College District has an enrollment management plan for the program.
- g. The College District has or will initiate a process to establish articulation agreements for the program with secondary and/or senior level institutions.
- h. The program is designed to be consistent with the standards of the Commission on Colleges of the Southern Association of Colleges and Schools, and with the standards of other applicable accrediting agencies, and is in compliance with appropriate licensing authority requirements.
- i. The program would not unnecessarily duplicate existing programs at other institutions.
- j. Representatives from private sector business and industry have been involved in the creation of the program through participation in an advisory committee.
- k. Adequate funding is available to cover all new costs to the College District over the first five years after the implementation of the program.
- l. New costs during the first five years of the program would not exceed \$2 million.
- m. The College District has an improvement plan in place for all career technical/workforce programs that do not currently meet Coordinating Board standards for both graduation and placement.
- n. The appropriate Higher Education Regional Council has been notified in writing of the proposal for a new program.

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Faculty and staff must be approved by the post-secondary institution. Each individual must meet the minimum qualifications established by the Coordinating Board.

The College District may classify career technical/workforce continuing education and other courses as earning semester credit hours or continuing education units (CEUs). Contact hours reported for career technical/workforce education courses that result in either credit hours or CEUs shall be eligible for state appropriations. A course or program that meets or exceeds 360 hours in length must be approved as a career technical/workforce certificate program except by special justification and approval by Board staff. A course or program that meets or exceeds 780 hours in length must result in the award of appropriate semester credit hours and be applicable to a certificate and an applied associate degree program.

19 TAC 9.93

STATE FUNDING

No funds appropriated to the College District shall be expended for any program which has not been approved by the Commissioner or the Assistant Commissioner for Academic Affairs and Research or, when applicable, by the Coordinating Board. *19 TAC 9.96*

CONTINUING
EDUCATION
COURSES

Contact hours reported for workforce education courses which result in continuing education units (CEUs) shall be eligible for formula funding. Workforce continuing education courses with fewer than seven contact hours of instruction will not receive state funding unless the specific type and length of instruction are required by local, state, or national licensing, certifying, regulatory, or accrediting agencies. *19 TAC 9.115*

MILITARY AND NAVAL
TRAINING

The Board may request the United States Department of Defense to establish and maintain courses in military and naval training qualifying men student graduates of the courses for reserve commission awards as a part of its curriculum. The Board may enter into mutually agreeable contracts for that purpose. The work of the students enrolling in the courses may be credited toward degree requirements under regulations prescribed by the Board. *Education Code 51.304*

MEDICALLY RELATED
COURSES

The curricula of medical, dental, nursing, and allied health degree or certificate programs shall:

1. Include information about methods of transmission and methods of prevention of HIV infection and information about federal and state laws, rules, and regulations concerning HIV infection and AIDS.

2. Give special attention to the physical, emotional, and psychological stress associated with the care of patients with terminal illnesses.

Education Code 51.919(e)

