

Baccalaureate Degree Program Application-2022 Cycle 2

1. A. Application Instructions & Specifications / Applicant Contact Information

1. District/College Contact Information

District Name

Hartnell Community College District

College Name

Hartnell College

College Street Address

411 Central Ave

College City

Salinas

College State

CA

College Zip

93901

College Department/Office Name

Nursing and Health Sciences

Name of Contact at College Completing this Application

Debra Kaczmar

Title of Contact at College Completing this Application

Dean of Academic Affairs, Nursing and Health Sciences

Email Address of Contact at College Completing this Application

dkaczmar@hartnell.edu

Phone Number of Contact at College Completing this Application

831-770-6140

2. B. Proposal Information

2. What is the name of your proposed baccalaureate degree program?

Bachelor of Science in Respiratory Care

3. What is the TOP code for your proposed baccalaureate degree program?

1210.00

4. What is the CIP code for your proposed baccalaureate degree program?

51.0908

5. What is the SOC code for your proposed baccalaureate degree program?

29-1126

3. C. Policy Compliance and Certification

6. Does your district currently offer an associate degree program in the same academic subject from which this baccalaureate program is proposed? (Per Education Code section 78042(j)(1), a college district must continue to offer an associate degree program in the same academic subject).

Yes

7. Please provide the name and TOP code of your college's/district's current AA/AS program. Please also provide enrollment and completer data for this program for the past five (5) years.

[Q7. Enrollment and Completer data for ASRC program for the past 5 years.pdf](#)

8. Is there a system in place for the district to maintain separate records for students who are enrolled in courses classified in the upper division and in the lower division of the proposed baccalaureate degree program?

Yes

9. Is there a system or process in place for students in the proposed baccalaureate degree program to be reported as community college students if they are enrolled in lower-division courses? Will they be reported as baccalaureate degree program students if they are enrolled in upper-division courses?

Yes

10. Does your district have a written policy that requires all potential students to submit either a Free Application for Federal Student Aid or a California Dream Act application in lieu of the California Promise Grant? Please provide a link below or attach a copy.

Yes - Link (Required):: https://www.hartnell.edu/sites/default/files/u90/ap5130_financial_aid.pdf

11. Per Education Code section 78042(f)(6), have you consulted with the CSU and UC regarding collaborative approaches to meeting regional workforce needs, and to address duplication concerns? (Evidence will be required later in this application.)

Yes

12. Do you have substantial evidence that your baccalaureate degree will a) provide high-wage jobs or promotions to students and b) fulfill a workforce need? (Evidence will be required later in this application).

Yes

13. **ACCJC Application.** Have you submitted an application to the Accrediting Commission for Community and Junior Colleges (ACCJC) seeking approval to offer the proposed baccalaureate degree program? If yes, please answer Question #14. If no, please skip Question #14 and proceed to Question #15.

Note: While an application may be submitted prior to receiving ACCJC approval, the Chancellor's Office will only provide conditional approval until evidence of ACCJC approval is received.

No

4. D. Program Planning

15. **Written Statement of Program Need and Labor Market Demand** Please provide a written justification supporting the necessity of a four-year degree for your proposed program (Ed. Code section 78042(f)(5)). Within this written justification, include an analysis and discussion of statewide and regional workforce data and unmet workforce needs.

Per Education Code sections 78042(f)(5)(B) and 78042(f)(5)(C), please provide statewide and regional workforce data relevant to the proposed baccalaureate degree program as well as evidence that the baccalaureate degree to be offered will help address unmet workforce needs, including:

- a) evidence that employers are having difficulty filling positions that require a baccalaureate degree;
- b) evidence that employers are willing to pay baccalaureate degree holders more than those with a related associate's degree or no postsecondary degree;
- c) evidence that employers prefer candidates with the proposed baccalaureate degree;
- d) evidence of job placement and/or promotion opportunities for candidates with a baccalaureate degree; and
- e) evidence that the occupation/field the proposed baccalaureate degree is in will provide for higher-wage job opportunities.

Evidence of labor market need may include: statistical projections of growth in specific jobs by county (or labor market area) from the EDD LMI system; recent employer surveys; industry studies; regional economic studies; job advertisements for positions in the college's service area; newspaper or magazine articles on industry or employment trends; studies or data from licensing agencies or professional associations. Evidence must support the need for the proposed baccalaureate degree program.

Refer to the California Community Colleges Chancellor's Office [Program and Course Approval Handbook, 7th Edition](#) pp. 93-95, for information on Labor Market Information analysis and considerations.

Please provide your response in PDF format. Please limit your response to twenty-five (25) pages. Responses in excess of the stated page limit will not be considered.

[Q15. Written Statement of Workforce Need compressed.pdf](#)

16. **Consultation with Regional Employers and Workforce Development Boards** Per Education Code section 78042(f)(5)(A), please provide evidence that the district consulted with regional employers and regional workforce development boards. Evidence may include letters of support from employers or minutes of industry advisory committee meetings and/or regional consortia recommendations.

Please provide your response in PDF format. No page limit.

[Q16. Evidence of consultation with Regional Employers.pdf](#)

17. **Master Planning.** Please describe how this proposed baccalaureate degree program fits into the mission, curriculum, and master planning of the college and higher education in California, as well as the additional mission to provide high-quality undergraduate education at an affordable price for students and the state.

Please provide your response in PDF format. Please limit your response to three (3) pages. Responses in excess of the stated page limit will not be considered.

[Q17. Master Planning \(1\).pdf](#)

5. E. Institutional Capacity

18. **Student Interest.** Please provide evidence of substantial student interest to offer a quality baccalaureate degree in the chosen field of study with clear and compelling enrollment and completion projections for the proposed baccalaureate degree program. Identify the basis for your projections. Student surveys are preferred and should identify the number of students surveyed, the response rate, and the levels of student interest by percentage.

Please provide your response in PDF format. Please limit your response to five (5) pages. Responses in excess of the stated page limit will not be considered.

[Q18. Student Interest.pdf](#)

19. **Administrative and Funding Plans** Per Education Code 78042(f)(2), please submit the administrative plan for the proposed baccalaureate degree program. Your response must demonstrate the existence of, or a sound plan for, the following:

- a) sufficient program facilities, equipment, supplies, and materials available to students;
- b) sufficient human administrative support (i.e., adequate faculty, support staff, counselors, student services);
- c) necessary financial and administrative processes, including updates to systems (to initiate, maintain, and monitor the proposed program); and
- d) sufficient library and learning resources (quality, currency, variety, quantity, and depth).

Please also include a clear and compelling funding plan (estimated costs to students and the college/district). Your response must demonstrate that your college has the resources to realistically maintain the proposed program at the level of quality described in this application. The plan must include funding for faculty compensation, facilities and equipment, and library or learning resources (PCAH, 8th ed., p. 27 (draft)).

Please provide your response in PDF format. Please limit your response to ten (10) pages. Responses in excess of the stated page limit will not be considered.

[Q19. Administrative and Funding Plans.pdf](#)

20. **Qualified Faculty**. Please provide evidence that program faculty are qualified to teach upper-division courses and continuously improve the curriculum. Evidence of faculty qualifications should be in the form of CVs and/or industry certifications and may include educational and related industry experience. All faculty who teach upper-division courses must be in possession of a master's degree at minimum (ACCJC requirement).

Please provide your response in PDF format. No page limit.

[Q20. Faculty Qualifications.pdf](#)

21. **ZTC and OER Availability**. To reduce the overall cost of education and decrease the time to completion, please provide a statement and/or evidence demonstrating this program will be offered with Zero Textbook Costs (ZTC) and/or incorporates Open Educational Resources (OER).

Please provide your response in PDF format. Please limit your response to three (3) pages. Responses in excess of the stated page limit will not be considered.

[Q21. ZTC and OER Availability.pdf](#)

6. F. Program and Curriculum Design

22. **Program and Curriculum Design**. Please provide:

- a) the proposed program's catalog description, program requirements, prerequisite skills or enrollment limitations, student learning outcomes, and program goals;
- b) a description of the proposed program's course requirements and sequencing that reflects program goals (the GE pattern and the calculations used to reach the degree total must be shown following the program requirements table); and
- c) an explanation of how the proposed program fits in the college's existing program inventory.

A successful response will demonstrate a rigorous, relevant, and coherent curriculum that includes real world applications that are accessible to all students (i.e. courses that are offered in multiple modalities to meet students' needs and industry expectations); clearly defined achievement outcomes; a clearly defined learning journey scaffolded from associate to baccalaureate degree

Please provide your response in PDF format. Please limit your response to twelve (12) pages. Responses in excess of the stated page limit will not be considered.

[Q22. Program and Curriculum Design.pdf](#)

23. **Industry Standards**. Please describe how the proposed program aligns with external industry standards and/or is in good standing with any programmatic accreditation or certifications.

Please provide your response in PDF format. Please limit your response to two (2) pages. Responses in excess of the stated page limit will not be considered.

[Q23. Accreditation & Industry Standards.pdf](#)

24. **Curriculum Development and Approval**. Please describe your upper-division curriculum development and approval process.

Please provide your response in PDF format. Please limit your response to two (2) pages. Responses in excess of the stated page limit will not be considered.

[Q24. Curriculum Development and Approval Process.pdf](#)

7. G. Intra- and Intersegmental Alignment

25. **Evidence of Consultation with the California State University and University of California and Non-Duplication of Programs** Please submit evidence of consultation with the CSU, UC, and AICCU systems, as well as documentation that the proposed baccalaureate degree program or program curricula is not already offered by the CSU or UC. Documentation should include a) administrative and faculty letters of support, b) side-by-side course comparisons with course descriptions, c) student-level learning outcomes, d) program goals and overall program objectives, and e) an assessment of why and how the proposed BDP is not duplicative of any program offered at any CSU or UC campus statewide.

Please provide your response in PDF format. No page limit.

[Q25. Evidence of consultation and non-duplication.pdf](#)

26. **Duplication Analysis Form**. Please complete the [BDP Application Cycle 2 Program Duplication Analysis Form](#) which will be the documentation shared with CSU, UC and AICCU for the purposes of intersegmental review. Once the form is complete, please save as a PDF and upload here.

[Q26. Program Duplication Analysis Form.pdf](#)

27. **Program Articulation and Transfer**. Please describe how the proposed program allows for students to transition to other associate degree programs or transfer to other four-year institutions if desired. Describe how lower-division and upper-division coursework articulate to comparable programs or graduate programs where available.

Please provide your response in PDF format. Please limit your response to five (5) pages. Responses in excess of the stated page limit will not be considered.

[Q27. Program Articulation and Transfer.pdf](#)

8. H. Additional Evidence

28. If there is any additional documentation and/or evidence in support of your proposed BDP that you have not already provided elsewhere in this application, please provide such documentation and/or evidence here.

Please provide your response in PDF format. No page limit.

Note: Answering this question is optional. A non-response will not adversely affect your application score.

[H. Additional Evidence.pdf](#)

9. I. College Certification Page

29. Please provide the name, title, email address, and telephone number of the college's president (CP) or their designee in the space below.

First Name (CP)

Michael

Last Name (CP)

Gutierrez

Title (CP)

Superintendent/President

Email Address (CP)

mjgutierrez@hartnell.edu

Phone Number (CP)

831.755.7900

30. Please provide the name, title, email address, and telephone number of the college's Vice President of Instruction (VPI)/Chief Instructional Officer (CIO) or their designee in the space below.

First Name (VPI/CIO)

Cathryn

Last Name (VPI/CIO)

Wilkinson

Title (VPI/CIO)

Vice President of Academic Affairs

Email Address (VPI/CIO)

cwilkinson@hartnell.edu

Phone Number (VPI/CIO)

831.770.7091

31. Please provide the name, title, email address, and telephone number of the college's Academic Senate President (ASP) or their designee in the space below.

First Name (ASP)

Jason

Last Name (ASP)

Hough

Title (ASP)

Academic Senate President

Email Address (ASP)

senatepresident@hartnell.edu

Phone Number (ASP)

831.755.6994

12. College President Certification Page

32. College President Certification: Please click "Yes" to certify the submission or "No" to reject/decertify the submission.

Yes, I certify this submission

33. College president signature to certify this submission.

A handwritten signature in black ink, appearing to read "Michael Gutierrez". The signature is written in a cursive style with a large, sweeping flourish at the end.

Signature of: Michael Gutierrez

13. College Vice-President of Instruction Certification Page

32. College Vice President of Instruction Certification: Please click "Yes" to certify the submission or "No" to reject/decertify the submission.

Yes, I certify this submission

33. College vice president of instruction signature to certify this submission.

A handwritten signature in black ink, appearing to read "Cathryn Wilkinson". The signature is written in a cursive style with a large, sweeping flourish at the end.

Signature of: Cathryn Wilkinson

14. College Academic Senate President Certification Page

32. College Academic Senate President Certification: Please click "Yes" to certify the submission or "No" to reject/decertify the submission.

Yes, I certify this submission

33. College academic senate president signature to certify this submission.

A handwritten signature in black ink, appearing to read "Jason Hough". The signature is written in a cursive, flowing style with some overlapping letters.

Signature of: Jason Hough