

Northwest Louisiana Technical College



NORTHWEST
LOUISIANA TECHNICAL COLLEGE

GRAD Act Performance Objectives/Elements/Measures

2014 Annual Report

Table of Contents

Performance Objective Student Success (Section 1)

Element a) Implement policies established by the institution's management board to achieve cohort graduation rate and graduation productivity goals that are consistent with institutional peers.

Element b) Increase the percentage of program completers at all levels each year.

Element c) Develop partnerships with high schools to prepare students for postsecondary education.

Element d) Increase passage rates on licensure and certification exams and workforce foundational skills.

Performance Objective – Articulation and Transfer (Section 2)

Element a) Phase in increased admission standards and other necessary policies by the end of the 2012 Fiscal Year in order to increase student retention and graduation rates.

Element b) Provide feedback to community colleges and technical college campuses on the performance of associate degree recipients enrolled at the institution.

Element c) Develop referral agreements with community colleges and technical college campuses to redirect students who fail to qualify for admission into the institution.

Element d) Demonstrate collaboration in implementing articulation and transfer requirements provided in R.S. 17:3161 through 3169.

Performance Objective – Workforce and Economic Development (Section 3)

Element a) Eliminate academic programs offerings that have low student completion rates as identified by the Board of Regents or are not aligned with current or strategic workforce needs of the state, region, or both as identified by the Louisiana Workforce Commission.

Element b) Increase use of technology for distance learning to expand educational offering.

Element d) To the extent that information can be obtained, demonstrate progress in increasing the number of students placed in jobs and in increasing the performance of associate degree recipients who transfer to institutions that offer academic undergraduate degrees at the baccalaureate level or higher.

Performance Objective – Institutional Efficiency and Accountability (Section 4)

Element c) Upon entering the initial performance agreement, adhere to a schedule established by the institution's management board to increase nonresident tuition amounts that are not less than the average tuition amount charged to Louisiana residents attending peer institutions in other Southern Regional Education Board states and monitor the impact of such increases on the institution.

Element d) Designate centers of excellence as defined by the Board of Regents which have received a favorable academic assessment from the Board of Regents and have demonstrated substantial progress toward meeting the following goals:

Performance Objective – Reporting Requirements (Section 5)

Elements (a) through (i)

Performance Objective: Student Success (1)

Element:

- a) Implement policies established by the institution's management board to achieve cohort graduation rate and graduation productivity goals that are consistent with institutional peers.

In order to achieve cohort graduation rates and graduation productivity goals, Northwest Louisiana Technical College (NWLTC) has implemented policies established by the Louisiana Community and Technical College System (LCTCS). These include policies that provide guidelines for admission, academic amnesty/renewal, cross-enrollment, non-traditional credit, and satisfactory academic progress.

NWLTC also adheres to all of the policies of the Louisiana Board of Regents (BoR). Several policies of the BoR are also designed to have a positive impact on student success measures. These include policies and procedures that provide direction for new programs, delivery of programs through distance technology, program accreditation, minimum requirements for placement into entry-level mathematics and English, and certifying faculty English proficiency,

In addition to what is required by policy, NWLTC has adopted best practices designed to enhance graduation rates. Several programs require students to enroll in a freshman orientation course (ORNT 1000) designed to introduce newly enrolled students to college life and provide an overview of college policies, procedures, and resources as well as study skills and time-management strategies. Each student is assigned to a program advisor who meets with him/her at least once a semester. These meetings achieve several objectives geared toward student retention and success. Advisors and program instructors develop degree plans, discuss progress in the degree plan, track attendance and grades, and identify award levels indicating the student is on track to achieve his/her goal.

During the 2012-2013 academic year, NWLTC piloted a student success center (SSC) at its main campus in an effort to provide supplemental instruction and targeted tutoring to students. In the SSC, each student has the opportunity to receive one-on-one tutoring time in the subject of their choice. Center hours are flexible to meet the needs of students. This endeavor has been successful and has been extended to the branch campuses as well.

iii. Fall to spring retention rate: 65.9%

Baseline Year/Term Data to include	Year 4 Benchmark	Year 4 Actual
Fall 12 to Spring 13	60.8%	65.9%
# in Fall 12 Cohort		135
# retained to Spring 13		89

Element:

- b) Increase the percentage of program completers at all levels each year.

The 2012-2013 academic year was a challenging time for Northwest Louisiana Technical College (NWLTC). A combination of budget cuts and the Board of Regents (BoR) low-completer review led to the closure of multiple degree and diploma programs. Additionally, the College migrated from a legacy student information system and implemented various modules of the Banner Enterprise Resource Planning system. In reviewing data to be submitted for this year's GRAD Act Report, the College discovered that a significant amount of student data was not fully migrated to the new Banner system. A careful, hands-on review of individual student records uncovered scores of additional completers that were approved for resubmission to the BoR (please see data before and after resubmission). The degree audit function within Banner, once operational, will help to ensure that NWLTC can more effectively track students as they progress through their programs and can capture completions as students reach certificate, diploma, and degree milestone within the curricula.

In addition to better data management, NWLTC has instituted processes and programs designed to enhance student retention, persistence, and completion. An early alert system is in place to identify students in jeopardy due to attendance and or lack of progress on assignments. Once identified by instructors, the students are contacted by a counselor to determine what barriers are preventing them from active attendance or from obtaining satisfactory progress in the course. Academic advising and career counseling is provided by the Office of Student Affairs. In the event that more in-depth counseling is needed, proper referrals are made to appropriate agencies in the community.

i. Percent change in program completers.

* Prior to identifying and resubmitting additional completers

** After identifying and receiving approval to resubmit data

Measure	Year 4 Benchmark	Year 4 Actual*	Year 4 Actual**
Certificate (Award level 1)	1.8%	0.9%	15.91%
	224	222	255
Diploma (Award level 2)	1.0%	-19.7%	-6.65%
	410	326	379
Associate (Award level 3)	12.5%	0%	15.63%
	36	32	37

Element:

- c) Develop partnerships with high schools to prepare students for postsecondary education.

Northwest Louisiana Technical College serves a nine-parish region of the state and has partnerships with high schools in each parish. Through its Career and Technical

Education Dual Enrollment (CTE-DE) program, NWLTC works closely with dozens of high schools to recognize the CTE training students receive while in high school and enable advanced placement in technical programs offered by NWLTC. This collaboration speeds CTE students toward certificate, diploma, and degree completion and job readiness.

In addition to the high school campus-based dual enrollment, the College also offers opportunities for high school students to dually enroll in CTE programs at our five campuses. These students are directed toward high skill, high demand, and high wage career pathways and training programs. NWLTC also offers opportunities for high school students to enroll in CTE programs during the summer term. Students that take advantage of the multiple options to earn dual credit can complete a technical diploma program while simultaneously earning a high school diploma.

NWLTC has been an active participant in Jump Start, “the state’s new program for school districts, colleges, and businesses to collaborate in providing career courses and workplace experiences to high school students, certifying them for the career fields most likely to lead to high-wage jobs.” NWLTC is represented on Northwest Regional Jump Start Team and is working with stake holders in career and technical education, including CTE supervisors from the nine-parish service area, to develop a model which will prepare high school students for careers in Louisiana’s high-growth job sectors.

The 2012-2013 academic year saw a dip in the participation rate of high school students in the College’s CTE-DE program. Compared to the 2011-2012 academic year, there were 9% fewer students participating in CTE-DE, 13% fewer credit hours pursued, and 14% fewer credit hours completed. The College surmises that the migration from a legacy student information system to the Banner Enterprise Resource Planning system and online application process was to blame for the dip in enrollment. Nonetheless, NWLTC continues to explore opportunities for increasing CTE-DE and expanding its activities with its secondary partners.

- i. **Number of high school students enrolled during the reporting year**
- ii. **Number of semester credit hours in which these students enrolled**
- iii. **Number of semester credit hours completed by the these students**

High School Dual Enrollment 2012-2013				
	Summer 2012	Fall 2012	Spring 2013	Total
# of HS students enrolled	39	866	656	1561
# of credit hours enrolled	203	3949	3050	7202
# of credit hours completed	186	3850	2745	6781

Element:

- d) Increase passage rates on licensure and certification exams and workforce foundational skills.

Northwest Louisiana Technical College recognizes that a useful measure of success is the passage rate on professional licensing exams. The Council on Occupational Education, the College's accreditor, also reviews success on licensure exams. Four programs at NWLTC require graduates to pass licensing examinations in order to practice in their respective fields. These programs are Barber Styling (Louisiana Board of Barbers), Cosmetology (Louisiana Board of Cosmetology), Commercial Truck Driving (State of Louisiana), and Practical Nursing (Louisiana State Board of Practical Nurses). Passage rates for programs are carefully analyzed, and, if required, the course content, delivery of subject matter, and material available to students are revised to enhance performance.

In the 2012 year, 221 NWLTC students in the four programs outlined above sat for licensure exams. Of that number, 173 students passed providing a licensure passage rate of 78.3%. While the number of students sitting for licensure exams was lower in 2013 (160), 139 passed the licensure exams leading to a licensure passage rate of 86.9%.

i.a. Passages rates on licensure exams

Licensure Passage Rates 2013			
Program	# of Students attempting licensure	# of Students receiving licensure	Passage Rate
Barber Styling	13	11	85%
Cosmetology	6	6	100%
Commercial Truck Driving	22	22	100%
Practical Nursing	119	100	84%
Overall	160	139	86.9%

i.c. Passages rates on “first-time” sitters of licensure exam in Nursing (PN)

Recognizing marginal first-time NCLEX passage rates at some of its campuses in 2012 (72.5%), NWLTC conducted an extensive review of its programs with the Louisiana State Board of Practical Nurse Examiners in late 2012. Results of this review included implementation of stronger academic and attendance requirements of students and instructional personnel changes. After implementation of these changes, NWLTC saw an increase in NCLEX passage rate from 72.5% to 84%. While this is a significant increase over 2012, the benchmark established for Year 4 is 86.5% and thus the College has fallen short of its expectation. NWLTC continues to identify opportunities to improve the quality of its Practical Nursing program and expects to continue to improve.

First-time Passage Rates on NCLEX-PN					
Year	Program	# of Students attempting licensure	# of Students passing licensure exam on first sitting	Benchmark	First-time Passage Rate
2012	Practical Nursing	160	116	86.3%	72.5%
2013	Practical Nursing	119	100	86.5%	84.0%

ii. Number of Students Receiving Certifications

NWLTC programs offer students the opportunity to earn business and industry credentials. Credentials offered include HVAC Excellence and Environmental Protection Agency (EPA) for the HVAC graduates; the State Licensing Board for Contractors for the Electrician graduates; the National Allied Health Test provides certification for phlebotomy, EKG, patient care technician students; Pearson VUE for students that complete COMPTIA curriculum; NCCER (National Center for Construction Education and Research) offers certification in construction fields; the Department of Health and Hospitals certifies students that complete the CNA program; the Occupational Safety and Health Administration offers OSHA certification; and Certiport provides MOUS (Microsoft Office User Specialist) certification.

# of Students Receiving 2013	
Industry-Based Certification	# of Students receiving certification
Automotive ASE	0
Barbering	11
Care and Development of Young Children	0
Commercial Drivers License	22
Cosmetology	6
Culinary	0
Drafting	0*
Electrician	2
Graphic Arts Education and Research Foundation	0*
HVAC Excellence	138
Internet and Computing all Areas	5
Microsoft Office User Specialist (MOUS)	16
National Retailers Federation	16
NCCER (all areas)	143
Nursing PN	100
Nursing CNA	199
OSHA	24
Patient Care Technician	8
Petroleum Education	31
Phlebotomy	14
WorkKeys	73
Overall	808

*Program Closed

iii. Number of Students Assessed and Receiving WorkKeys Certification

WorkKeys Certificates Earned 2012-2013	
Platinum	0
Gold	11
Silver	48
Bronze	14
Total	73

Performance Objective: Articulation and Transfer (2)

Element:

- a) Phase in increased admission standards and other necessary policies by the end of the 2012 Fiscal Year in order to increase student retention and graduation rates.

Northwest Louisiana Technical College is an open access technical college.

Element:

- b) Provide feedback to community colleges and technical college campuses on the performance of associate degree recipients enrolled at the institution.

Northwest Louisiana Technical College offers career and technical education programs designed for entry and advancement in high-skill, high-demand, and high-wage careers. Consequently, the College has not typically sought out feedback reports from colleges and universities. However, we are beginning to understand that a limited number of NWLTC students do matriculate to four-year universities and the College is currently engaged in efforts to establish reverse transfer agreements with universities in our region. An outgrowth of this evolving relationship should also be the establishment of regular feedback reports that provide information on the success of Northwest transfer students.

Element:

- c) Develop referral agreements with community colleges and technical college campuses to redirect students who fail to qualify for admission into the institution.

Northwest Louisiana Technical College (NWLTC) works closely with Bossier Parish Community College (BPCC) to enhance services to students, faculty, and staff. NWLTC's general education courses are taught by BPCC which has a steady supply of faculty that meet the Southern Association of Colleges and Schools guidelines for transferable general education coursework. NWLTC programming is not designed for transfer and our students do not typically transfer to four year institutions; however, they do cross-enroll for general education courses which are required in Associate of Applied Science programs.

NWLTC and BPCC work collaboratively to direct students to the institution best suited to their needs. In the 2012-2013 academic year, NWLTC referred 138 students to BPCC and 138 of those students enrolled at the College. In addition to the cross-enrollment mentioned above, the institutions have memoranda of understanding to:

- 1) Extend recreational facilities, sporting events, and cultural/performing arts activities offered by BPCC to the faculty, staff and students of NWLTC; and
- 2) Extend the support of BPCC's purchasing department to NWLTC.

3) Share library services.

NWLTC also works with its four-year partners in the region. A memorandum of understanding was recently signed between NWLTC and Northwestern State University (NSU) extending professional development opportunities to NWLTC faculty and staff. Full-time faculty and staff can receive a tuition reduction for undergraduate and graduate level courses offered at NSU. NWLTC is pursuing similar agreements with other four-year partners in the region.

In an effort to reach out to students who fail to earn admission to four-year colleges and universities in the northwest Louisiana region, NWLTC is working closely with each of these institutions to develop a brochure that outlines the technical training programs available at our institution. The goal is to ensure that all students who reside in NWLTC's service area and receive a non-admission letter from any of the four-year institutions in our area are referred to NWLTC by the university.

- i. Number of students referred
- ii. Number of referred students enrolled

Students Referred to Bossier Parish Community College 2012-2013	
# of Students referred to BPCC	# of Students enrolled at BPCC
138	138

Element:

- d) Demonstrate collaboration in implementing articulation and transfer requirements provided in R.S. 17:3161 through 3169.

Northwest Louisiana Technical College does not offer and is not eligible to offer the Associate of Arts Louisiana Transfer, the Associate of Science Louisiana Transfer, or the Associate of Science in Teaching degrees.

Performance Objective: Workforce and Economic Development (3)

Element:

- a) Eliminate academic programs offerings that have low student completion rates as identified by the Board of Regents or are not aligned with current or strategic workforce needs of the state, region, or both as identified by the Louisiana Workforce Commission.

Northwest Louisiana Technical College reviews all of its academic programs on an annual basis. These program reviews include an assessment of several metrics including completion rates and alignment with current or strategic workforce needs. The Louisiana Board of Regents also engages in a periodic low-completer review and provides reports on low-completer programs to the State's institutions of higher education. Additionally, fiscal constraints placed on the College can also have an impact on decisions to eliminate an academic program. In the 2012-2013 academic year, the internal review, the BoR review, and budget cuts inspired the elimination of nine programs (a greater than normal number). Utilizing the College and the System mechanisms for program revision, NWLTC made adjustments to two programs in order to update and align curricula to meet workforce needs in Northwest Louisiana.

NWLTC utilizes occupational advisory committees consisting of industry and workforce representatives for each program offered by the College. These committees meet at least twice a year and evaluate each program curriculum for relevance and alignment with workforce needs. Additionally, NWLTC makes regular use of the occupational forecasting done by the Department of Labor and seeks to align its programming to four and five star jobs at the tier one and tier two levels. The College also benefits from having an office of the Louisiana Workforce Commission located on its Minden Campus because it has quick and easy access to up-to-the-minute workforce data.

i. Programs Eliminated

Number of Programs Eliminated
9

ii. Programs Modified or Added

Number of Programs	
Modified	Added
2	0

iii. Percentage of programs aligned with workforce needs

Percentage of programs aligned with workforce needs
100%

Element:

- b) Increase use of technology for distance learning to expand educational offerings.

The NWLTC goal of expanding educational offerings by increasing the use of technology for distance learning opportunities is progressing slowly. NWLTC's new leadership is focused on expanding distance education opportunities; however, the College will host an Council on Occupational Education Accreditation visit in October 2014. No changes of this magnitude can be implemented during the self-study preparation phase but the College anticipates a major focus on the establishment of additional distance education options in the near future.

A Memorandum of Agreement between NWLTC and Bossier Parish Community College has resulted in the availability of general education courses through compressed video. Delivery of the classes utilizing this technology provides 15 hours of general education courses required in the Associate of Applied Science degree. Three NWLTC campuses currently offer AAS programs: Minden, Natchitoches and Shreveport campuses. Technology infrastructure is currently being secured that will enable the two remaining campuses (Sabine Valley and Mansfield) to provide telepresence educational opportunities as well.

NWLTC instructors make use of classroom management platform software to bring distance education pedagogy (i.e. discussion boards and online grade books) into the traditional learning process. Moodle and EnGrade are examples of the type of classroom management software technology used at NWLTC. These software platforms allow instructors to post grades, assignments, PowerPoint presentations, and class notes. Students have the opportunity to enter discussion boards, retrieve class notes, post completed assignments, review grades, and contact instructors. This familiarity with distance education tools will speed the transition to more online offerings at NWLTC.

i. Number of course sections offered through distance education

Number of course sections	2012-2013
College Total	5
50 - 99% Distance Education	5
100% Distance Education	0

ii. Number of students enrolled in distance education courses

Number of course sections	2012-2013
College Total	138
50 - 99% Distance Education	138
100% Distance Education	0

iii. Number of degree programs offered 100% through distance education

Number of degree programs	2012-2013
College Total	0
50 - 99% Distance Education	0
100% Distance Education	0

Currently, NWLTC does not have any degree program offered through 100% distance education. In the spring of 2015, NWLTC will work through its accreditor, the LCTCS, and the Board of Regents to obtain authority to offer additional distance education courses and will explore the offering of a completely online degree program.

Element:

- d) To the extent that information can be obtained, demonstrate progress in increasing the number of students placed in jobs and in increasing the performance of associate degree recipients who transfer to institutions that offer academic undergraduate degrees at the baccalaureate level or higher.

Northwest Louisiana Technical College is accredited by the Council on Occupational Education which requires an annual reporting of enrollment, licensure, completion and placement data. Placement rate information for completers at different award levels is provided below.

i. Percent of completers found employed

COE Annual Report of Completers 2012-2013			
Award level	Completers	Employed	Percentage
TCA	58	34	58.6%
CTS	102	83	81.4%
TD	661	492	74.4%
AAS	37	27	73%
Total	858	636	74.1%

The Employment Outcomes Report provides another measure for the percentage of completers found employed.

EOR of Completers 2011-2012			
Award level	Completers	Employed	Percentage
Associate	36	34	61.1%
Diploma	434	83	62.3%
Certificate (1-year)	165	83	52.7%
Total		636	63.1%

Performance Objective: Institutional Efficiency and Accountability (4)

Element:

- c) Upon entering the initial performance agreement, adhere to a schedule established by the institution's management board to increase nonresident tuition amounts that are not less than the average tuition amount charged to Louisiana residents attending peer institutions in other Southern Regional Education Board states and monitor the impact of such increases on the institution. However, for each public historically black college or university, the nonresident tuition amounts shall not be less than the average tuition amount charged to Louisiana residents attending public historically black colleges and universities in other Southern Regional Education Board states.

As a constituent institution of the Louisiana Community and Technical College System (LCTCS), Northwest Louisiana Technical College (NWLTC) adheres to the LCTCS Plan for Increasing Nonresident Tuition that was adopted by the LCTCS Board of Supervisors at their meeting on February 9, 2011. This plan will increase non-resident tuition and fee amounts to the average of tuition charged to Louisiana residents attending peer-institutions in other Southern Regional Education Board (SREB) states within six (6) years. The SREB non-resident target of \$7,444 will be reached in the 2014-2015 academic year.

The College's non-resident headcount has historically been very low averaging 14 students annually. The increase in the non-resident tuition is not anticipated to have a negative impact on the College's enrollment. If non-resident headcount continues at its current level, the impact on revenue will be approximately \$15,600 annually in years 5-6 of the 6 year plan. NWLTC's total budgeted self-generated revenue was \$2,756,233.00 in fiscal year 2012-2013 and, therefore, the impact of this additional non-resident tuition revenue is minimal.

Plan for increasing non-resident tuition and fees charged to SREB average				
	SREB non-resident tuition	Northwest non-resident tuition	Difference	Northwest Percentage of SREB
Baseline	\$7444	\$1852	\$5592	24%
Year 1	\$7444	\$1852	\$5592	24%
Year 2	\$7444	\$3052	\$4292	41%
Year 3	\$7444	\$4118	\$3326	55%
Year 4	\$7444	\$5219	\$2225	70%
Year 5	\$7444	\$6334	\$1110	85%
Year 6	\$7444	\$7444	0	100%

i. Tuition and fees charged to non-resident students

Tuition and fees charged to non-resident students			
Academic Year	NWLTC	Peer College non-resident tuition/fees	Percent Difference
2010-2011	\$1852	\$2250	21.5%
2011-2012	\$3052	\$3916	22.0%
2012-2013	\$4133	\$5172	25.1%

Element:

- d) Designate centers of excellence as defined by the Board of Regents which have received a favorable academic assessment from the Board of Regents and have demonstrated substantial progress toward meeting the following goals:

On June 26, 2013, the Board of Regents approved Academic Affairs Policy 2.05A defining centers of excellence, identifying their attributes, and establishing a process for proposing a center of excellence designation. Northwest Louisiana Technical College has not yet submitted a proposal but is considering the creation of a workforce excellence in Computer Information Technology that will respond to the growing prevalence of IT firms in the Shreveport/Bossier area.

i. Percent of eligible programs that are discipline accredited

Northwest Louisiana Technical College currently has 18 programs that are either “mandatory” or “recommended” for discipline accreditation. Of that number, 11 are currently accredited by the agencies recommended in Board of Regents Academic Affairs Policy 2.13.

Percentage of eligible programs that are discipline accredited			
# of eligible programs	# of eligible programs accredited	Benchmark	Calculated Rate
18	11	50.0%	61.1%

Performance Objective: Reporting Requirements (5)

Elements:

a. Number of students by classification

Undergraduate headcount
2602

Undergraduate FTE
1641.3

b. Number of instructional staff members

Instructional staff members
125

FTE instructional staff members
87.2

c. Average class student-to-instructor ratio

Average undergraduate class size
8.36

d. Average number of students per instructor

Average number of FTE students to FTE faculty
20.82

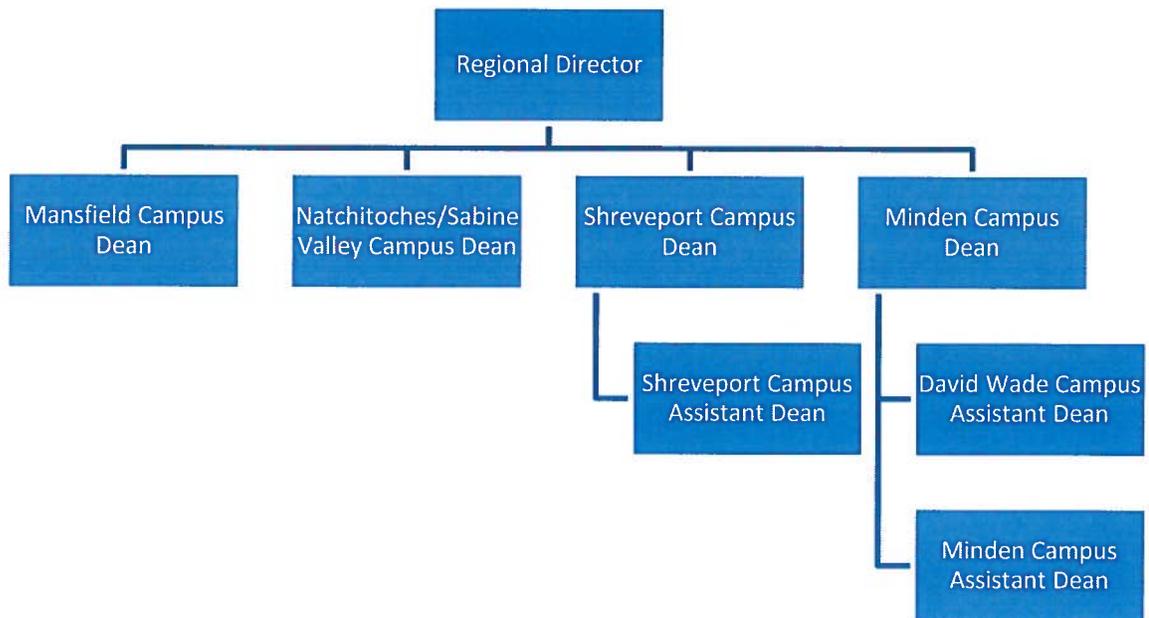
e. Number of non-instructional staff members in academic colleges and departments

Non-Instructional Staff	Number of non-instructional staff	FTE non-instructional staff
Assistant Dean Shreveport Campus	1	1
Assistant Dean Minden Campus	1	1
Assistant Dean David Wade Campus	1	.5

f. Number and FTE of staff in administrative areas

Administrative Area	Number of administrative staff	FTE of administrative staff
NWLTC Director/Minden Campus Dean	1	1
Campus Dean Mansfield	1	1
Campus Dean Natchitoches	1	1
Campus Dean Shreveport	1	1

g. Organizational chart containing all departments and personnel in the institution down to the second level of the organization below the president, chancellor, or equivalent position (as of Fall 2013)



h. Salaries of all personnel identified in subparagraph (g) above and the date, amount, and type of all increases in salary received since June 30, 2008.

Position	Total Base Salary, Fall 2009	Salary changes since 6/30/2010 reported for fall 2010	Salary changes since 6/30/2011 reported for fall 2011	Salary changes since 6/30/2012 reported for fall 2012	Salary changes since 6/30/2013 reported for fall 2013
Regional Director / Minden Campus Dean	\$101,611.90	0%	0%	0%	0%
Mansfield Campus Dean	\$71,818.24	0%	15% increase \$82,590.00 assumed additional regional duties	0%	July 1, 2013 \$70,000.00 Replace Retired Campus Dean
Natchitoches / Sabine Campus Dean	\$69,500.08	0%	15% increase \$79,925.00 assumed additional regional duties	0%	0%
Shreveport Campus Dean	\$65,597.15	0%	15% increase	0%	0%

			\$75,436.00 assumed additional regional duties		
Shreveport Campus Assistant Dean	\$63,904.88	0%	0%	0%	July 1, 2013 \$51,999.00 Replaced Retired Assistant Dean
Minden Campus Assistant Dean	\$60,556.62	0%	0%	0%	0%
David Wade Campus Assistant Dean	\$51,870.02	0%	0%	0%	0%

i. A cost performance analysis

- i. Total operating budget by function, amount and percent of total, reported in a manner consistent with the National Association of College and University Officers guidelines.**

Northwest Louisiana Technical College		
Expenditures by Function:	Amount	% of Total
Instruction	\$ 4,856,153	52.4%
Research		
Public Service		
Academic Support	\$ 5,069	.1%
Student Services	\$ 1,044,716	11.3%
Institutional Services	\$ 1,803,341	19.4%
Scholarships/Fellowships	\$ 710	0.0%
Plant Operations/Maintenance	\$ 1,151,779	12.4%
Total E&G Expenditures	\$ 8,071,437	95.5%
Hospital		
Transfers out of agency	\$ 413,179	4.5%
Athletics		
Other		
Total Expenditures	\$ 9,274,947	100.0%

- ii. Average yearly cost of attendance for the reporting year as reported to the United States Department of Education.**

Average yearly cost of attendance
\$15,941

- iii. Average time to degree for completion of academic programs at 4-year universities, 2-year colleges and technical colleges.**

Average time to degree
2.3 years

- iv. Average cost per degree awarded in the most recent academic year.**

Average cost per degree awarded (2013)
\$2959.00

v. Average cost per non-completer in the most recent academic year.

Average cost per non-completer (2013)
\$2959.00

vi. Total expenditures for the most recent academic year.

Total expenditures for 2012-2013 academic year
\$9,274,947.00

Appendix #2 to Attachment B
 Reporting Template for GRAD Act Elements 1.d.i. and 1.d.ii.
 2-year Colleges and Technical Colleges

Institution:

INDUSTRY-BASED CERTIFICATIONS	EXAM THAT MUST BE PASSED TO OBTAIN CERTIFICATION	ENTITY THAT GRANTS REQUIRED CERTIFICATION (source for reporting)	BASELINE YEAR	# Students receiving certifications
Adobe Certification	Adobe Certified Expert	Adobe Database		
American Petroleum Institute- 6th Edition Rigger	API			
American Petroleum Institute- Personal Survival	Personal Survival			
American Welding Society	AWS Entry Level Welder			
Automotive (ASE) -- 47.0604	ASE			
Barbering -- 12.0402	Barber (BBC)	National Institute for Automotive Service Excellence	2012-13 AY	0
Care and Development of Young Children -- 19.0709	CDA	State of Louisiana Board of Barber Examiners	2012-13 AY	11
Certified Clinical Medical Assistant	CCMA	Council for Professional Recognition	2012-13 AY	0
Certified Manufacturing Specialist	CMS	National Health Career Assn.		
Certified Wireless Technology Specialist	CWTS	Georgia Quickstart		
Child Development -- 190709	COMPTIA IC3	Pearson VUE/Prometric		
Commercial Diving - 490304	ACDI and ACDE (American Commercial Diving Institute and American Commercial Divers Educators)	LA Pathways Assn.		
Commercial Drivers License	CDL	Department of Transportation Office of Motor Vehicles	2012-13 AY	22
Communications Electronics	CET and FCC licenses			
Cosmetology -- 120401	Cosmetology	Louisiana State Board of Cosmetology	2012-13 AY	6
Culinary -- 120503	SERVSAFE	American Culinary Federation	2012-13 AY	0
Diving	Commercial Diver/Tender Diver	Assoc. of Commercial Diving Educators/Assoc. of Diving Contractors International		
Drafting -- 15.1301	CD	American Design Drafting Assn.	2012-13 AY	0
Electrician -- 46.0302	State License	Louisiana State Licensing Board for Contractors	2012-13 AY	2
Electrician - city license - 460302	City of Thibodaux Electrical License			
EKG	CET/NRCEKG			
EMT Basic	NREMT-B	Nat. Health Career Assn./Nat. Allied Health Test Registry		
EMT Paramedic	NREMT-P	State Database		
Fork Lift	Forklift	Workforce Dept.		
Graphic Arts Education and Research Foundation -- 10.0302	Printed	Printed	2012-13 AY	0
Hazwoper - 40 hours				
Heating, Ventilation and Air Conditioning -- 47.0201	HVAC Excellence	ESCO Institute		
HVAC - EPA -- 47.0201	EPA	Air Conditioning Heating and Refrigeration Institute (AHRI)	2012-13 AY	138
Computer-programming-specialty areas	colleges will identify			
Internet and Computing all areas (COMPTIA, CISCO, IC3)	Network +, A+, Inet+, A+, COMPTIA (multiple)			
MCITP: Enterprise Administrator on Windows Server 2008	MCITP	Pearson VUE/Prometric	2012-13 AY	5
Menhaden Fisheries Industry -	Omega Protein	Prometric		
Microsoft Certified IT Professional: Server 2008 Active Directory	MCITP	Prometric		
Microsoft Certified IT Professional: Server 2008 Application Infrastructure	MCITP	Prometric		
Microsoft Certified IT Professional: Server 2008 Enterprise Administration	MCITP	Prometric		
Microsoft Certified IT Professional: Server 2008 Network Infrastructure	MCITP	Prometric		
Microsoft Certified IT Professional: Windows 7 Configuration	MCITP	Prometric		
Microsoft Office User Specialist (MOUS)	MOUS	Certipoint	2012-13 AY	16
National Restaurant Association	Servsafe	National Restaurant Association		
National Retailers Federation (NRF)	NRF-CS	National Retailers Federation	2012-13 AY	16
NCCER - all areas (National Center for Construction Education and Research)	NCCER	NCCER	2012-13 AY	143
Nursing-CNA	LABENFA	Louisiana Nurse Aide Registry in BR: Department of Health and Hospitals	2012-13 AY	199
OPET	EETC			
OSHA	OSHA	Occupational Safety and Health Administration	2012-13 AY	24
Patient Care Tech	CPCT/NRCPCT	Nat. Health Career Assn./Nat. Allied Health Test Registry	2012-13 AY	8
Personal Fitness Trainer	ACE	Gaflin Education		
Petroleum Education	PEC, PEC-OPPS, Safe Gulf	Safety, Environmental & Operational Training Inc.	2012-13 AY	31
Phlebotomy - CPT	CPT/NRCPPT	Nat. Health Career Assn./Nat. Allied Health Test Registry	2012-13 AY	14
Real Estate	Salesperson	Louisiana Real Estate Commission		
U.S. Coast Guard all specialty areas	USCG	USCG		
WorkKeys (all areas, levels)	workkeys	ACT	2012-13 AY	73

Institutions are to provide institution name and report data in cells shaded in blue for those IBCs marked with v on Appendix #1

Baseline Year = most recent year data published by entity that grants licensure/certification