*Note before completing this proposal that all core courses for a new program or certificate must have already been reviewed (or submitted for the same meeting) by the Curriculum Committee and approved by the Provost and Vice President of Academic Affairs. In addition, the complete catalog page must be included at the end of this document.*

|  |  |
| --- | --- |
| **School or Division** | School of Business and Technology |
| **Proposed by (faculty only)** | Andrew Blitz, Jennifer Cohen, Vincent Butler, Deborah Johnson |
| **Presenter (faculty only)** | Andrew Blitz |
| Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and must be submitted for a later date. | |
| **Submission date** | 1/8/2015 |

**Section I, New Program or Certificate Information (must complete all items)**

|  |  |
| --- | --- |
| **List new program or certificate** | CCC, Network Enterprise Administration |
| **Describe (below) the process by which the need for the new program or certificate was identified** | |
| This program addresses need identified by local industry through advisory committee input and Workforce Now research and by the presence of Computer Network Support Specialists (and higher order categories) on the 2014-15 Regional Demand Occupations List at the High Skill, High Wage level. | |
| **Project (below) average enrollment for core courses** | |
| The majority of the courses are core in the AS Network Systems Technology degree and these courses typically average 20-25 students per section. Other courses in this CCC can be used as electives in the AS Network Systems technology degree and are expected to average 15-20 students per section. | |
| **Describe (below) how this projection was determined** | |
| Historical trend analysis of O/C lists. | |
| **List (below) similar programs or certificates at other colleges and universities** | |
| Program is in the statewide inventory. Broward, Valencia, Polk, Chipola, and Seminole offer similar programs. | |

**Section II, Personnel and Resources Needed** (add rows if necessary)

|  |  |  |
| --- | --- | --- |
| **Faculty position(s) (List discipline)** | **Full time or adjunct?** | **Total annual expenses** |
| Existing |  | No material impact |
|  |  |  |
| **Staff position(s) (List title)** | **Full time or part time?** | **Total annual expenses** |
| Existing |  | No material impact |
|  |  |  |
| **Describe (below) library resources needed to support this program or certificate. Explain rationale for response, even if answer is none** | | |
| None. Existing library resources are adequate for this program as most of the courses are currently offered. | | |
| **Describe (below) the technology, facilities, laboratory, or other resources needed to support this program or certificate** | | |
| Existing resources; no material impact anticipated. | | |
| **List (below) the estimated annual amount required for educational materials and supplies or other operating expenses for implementation of the new program or certificate** | | |
| Existing resources; no material impact. | | |
| **Identify (below) the funding source to be used for personnel and operating expenses** | | |
| Existing resources; no material impact. | | |

**Section III,Justification for proposal**

|  |
| --- |
| **Provide justification (below) for this proposed curriculum action** |
| Program is designed to meet demand from local employers and from students. Program helps prepare students to sit for higher-level industry certification examinations. |

**Section IV, Important Dates and Endorsements Required**

|  |
| --- |
| **List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).** |
| Andrew Blitz, Jennifer Cohen, Vincent Butler, Deborah Johnson |

**nOTE:**Changes for the Fall 2015term must be submitted by the January 3, 2015 deadline and approved no later than the February 28, 2015 Curriculum Committee meeting. Changes during mid-school year are NOT permitted. Extreme circumstances will require approval from the appropriate Dean or Assistant Vice President as well as the Provost and Vice President of Academic Affairs to begin in either the Spring 2015 or Summer 2015 term.

|  |  |
| --- | --- |
| **Term in which approved action will take place** | Fall 2015 |

|  |  |  |
| --- | --- | --- |
| **Required Endorsements** | **Type in Name** | **Select Date** |
| **Department Chair or Program Coordinator** | Andrew Blitz | 1/8/2015 |
| **Academic Dean or Assistant Vice President** | Dr. John Meyer | 1/8/2015 |
| **Dean’s Council Representative** | Dr. Mary Myers | 2/3/2015 |

|  |  |
| --- | --- |
| **Select Curriculum Committee Meeting Date** | February 27, 2015 |

Completed curriculum proposals must be uploaded to Dropbox by the deadline. Please refer to the *Curriculum Committee Critical Dates for Submission of Proposals* document available in the document manager in the FSW Portal:

* Document Manager
* VP Academic Affairs
* Curriculum Process Documents

**Important Note to Faculty, Department Chairs or Program Coordinators, and Deans or an Assistant Vice President:**

Incomplete proposals or proposals requiring corrections will be returned to the School or Division. If a proposal is incomplete or requires multiple corrections, the proposal will need to be completed or corrected and **resubmitted to the Dropbox for the next Curriculum Committee meeting** (no later than January 9, 2015 to be effective for the Fall 2015 term). All Curriculum proposals require approval of the Provost and Vice President of Academic Affairs. Final approval or denial of a proposal is reflected on the completed and signed Summary Report.

***Include complete new catalog page below. A separate document will not be accepted.***

**CCC, Network Enterprise Administration**

**Purpose**

This certificate program is part of the Network Systems Technology AS degree program. A College Credit Certificate consists of a program of instruction of less than sixty (60) credits of college-level courses, which is part of an AS degree program and prepares students for entry into employment.

The College Credit Certificate (CCC) in Network Enterprise Administration program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Information Technology field. In particular, the program is designed to help prepare students for employment opportunities as Microsoft Enterprise Administrators. Furthermore, the program is designed to help students obtain the skills needed to earn various industry-recognized certifications.

The content includes but is not limited to planning, installing, configuring, monitoring, troubleshooting and managing computer networks in a Windows Server environment. Students will be prepared to apply conceptual and theoretical knowledge to the workplace utilizing technical skills learned during the program.

**Program Structure**

This program is a planned sequence of instruction consisting of 32 credit hours of Network Systems coursework. Students completing this College Credit Certificate can apply many of the credits directly to the AS Network Systems Technology Degree.

**Course Prerequisites**

***Many courses require prerequisites.*** Check the description of each course in the list below to check for prerequisites, minimum grade requirements, and other restrictions related to the course. Students must complete all prerequisites for a course prior to registering for it.

**Certificate Completion/Graduation**

Students must fulfill all requirements of their program major after which, students must complete an application for graduation through the Office of the Registrar and enroll in the GRD 1500 course the semester in which they intend to graduate. Students must apply for graduation ***by the published deadline*** to be assured of final clearance for graduation, timely receipt of their certificate, and participation in the commencement ceremony.

**Network Enterprise Administration Certificate Requirements: 32 Credit Hours**

CGS 2108 - Computer Applications With Flowcharting - 3 credits

CNT 1000 - Computer Networking Essentials - 3 credits

CTS 1131 – A+ Hardware – 3 credits

CTS 1133 – A+ Software – 3 credits

CTS 2120 – Computer and Network Security (Security +) – 3 credits

CTS 2306 – Configuring Windows – 3 credits

CTS 2334 - Microsoft Windows Server - 3 credits

CTS 2346 – Microsoft Windows Server Administration – 3 credits

CTS 2392 - Configuring Advanced Windows Server – 3 credits

Any 1000 or 2000 level course with a CGS, CNT, CTS, COP, or SLS prefix – 5 credits

**Total Certificate Requirements: 32 Credit Hours**

**Information is available online at:**[**www.fsw.edu/academics/**](http://www.fsw.edu/academics/)**or on the School of Business and Technology Home Page at:** [**www.fsw.edu/sobt**](http://www.fsw.edu/sobt)**.**