

DATE: July 17, 2003

SUBJECT: Chattanooga State Technical Community College, Associate of Applied Science in Real-time Reporting

ACTION RECOMMENDED: Approval

BACKGROUND INFORMATION: The proposed A.A.S. is designed to provide quality realtime reporting education that will prepare highly-skilled graduates to meet the growing demand for qualified judicial reporters and Communication Access Realtime Translation (CART) providers. The proposed program is important to meet the critical need for broadcast captioners, as mandated by the 1996 Telecommunications Act that requires 100 percent of all new television programming be captioned by January 1, 2006. According to the U.S. Department of Health and Human Services, 8 percent of Americans or 28 million people are considered deaf or hard of hearing and 3 million of these are children. Making captioning available on all television programming, as well as in classrooms and at public activities, opens doors to the world for these individuals.

PROPOSED START-UP DATE: Upon approval

Commission staff reviewed this program proposal according to the academic standards adopted by the Commission on November 14, 2002. Each relevant standard is referenced below.

1.1.20A MISSION: The proposed program is consistent with the mission of the College to serve the six counties of Southeastern Tennessee, by offering associate and certificate career programs to meet the education and workforce training needs of area residents.

1.1.20B CURRICULUM: The proposed program requires the completion of 60 semester hours. Five new courses were developed to complete the curriculum. The Broadcast Captioning and CART Reporting concentrations will require courses offered through the Mass Communications Department and the American Sign Language Studies Department. The Judicial Reporting Concentration will require courses through the Paralegal Studies Department.

<u>Course Name</u>	<u>Credit Hours</u>
General Education	15
Major Field Core	21
Concentration	<u>24</u>
	60

1.1.20C ACADEMIC STANDARDS: Students applying to the program must meet the general requirements for admission, retention, and graduation as stated in the College catalog.

1.1.20D FACULTY: Faculty teaching in the current court reporting program are adequate; however, one additional faculty member would be needed for the proposed program in captioning/CART. This position would be funded through a Federal grant.

1.1.20E LIBRARY RESOURCES: Current library resources are adequate.

1.1.20F ADMINISTRATION/ORGANIZATION: The proposed program will be housed and administered in the Division for Business and Information Systems.

1.1.20G SUPPORT RESOURCES: None indicated

1.1.20H FACILITIES/EQUIPMENT: The Federal grant allows for the acquisition of instructional equipment. Examples of equipment include computers, stenograph writers, broadcast captioning studios with satellite/cable feed, wireless internet connection, etc. Instructional facilities are adequate.

1.1.20I STUDENT AND EMPLOYER NEED AND DEMAND: With the passage of the Telecommunications Act of 1996, requiring that by January 1, 2006, 100 percent of all new television programming be captioned, the National Court Reporters Association (NCRA) estimates that at least three times the number of current captioners will be needed to fill the new positions. The U.S. Bureau of Labor Statistics projects that the job market for realtime captioners will experience rapid growth in jobs through the next decade.

Chattanooga State (CSTCC) is one of 14 colleges selected by NCRA to apply for federal funding to initiate pilot captioning programs. In January 2002, CSTCC received notification that they were awarded \$700,000 to implement the realtime reporting program. CSTCC has the only NRCA-approved public court reporting program in Tennessee. As an indication of strong student demand, some court reporting students in the current program drive two hours a day to attend classes and others have relocated in order to obtain their degree. Since the announcement of the Federal grant in January 2002, the College reported over 100 calls and e-mails from prospective students.

1.1.20J NO UNNECESSARY DUPLICATION: Court reporting programs are located at Southwest Tennessee Community College in Memphis. A court reporting program is offered at the Tennessee Career College in Nashville, a for-profit institution, and at Tennessee Technology Centers.

1.1.20K COOPERATING INSTITUTIONS: None indicated

1.1.20L DESEGREGATION: The creation of the proposed program will not impede the state's efforts to achieve racial diversity.

1.1.20M ASSESSMENT/EVALUATION AND ACCREDITATION: The National Court Reporters Association (NCRA) is the accrediting body to approve the proposed Realtime Reporting program. The current program in court reporting is a concentration under Office of Administration, and is approved by NCRA. The Broadcast Captioning/CART Reporting Program will seek NCRA approval in 2005. The proposed program has no implications for SACS.

The Office of Institutional Research is responsible for conducting internal program evaluations. Evaluations are based on alumni surveys, employer surveys, pass rates on certification/licensure exams and external reviews associated with accreditation/performance funding.

1.1.20N GRADUATE PROGRAMS: N/A

1.1.20O EXTERNAL JUDGMENT: N/A

1.1.20P COST/BENEFIT: The proposed A.A.S. will prepare highly-skilled graduates to meet the growing demand for qualified judicial reporters and Realtime Translators to meet the mandates of the 1996 Telecommunications Act that requires all new television programming be captioned by January 1, 2006. Projected expenditures:

	Year 1	Year 2	Year 3	Year 4	Year 5
1. Expenditures	*See notation below regarding Dept. of Ed/FIPSE appropriation				
A. One – time:					
New/renovated space	0	0	0	0	0
Equipment	\$130,000	\$116,111	0	0	0
Library	0	0	0	0	0
Consultants	\$ 11,250	\$ 11,250	0	0	0
Other	\$ 76,670	\$ 76,670	0	0	0
Total for One-time Expenditures	\$217,920	\$204,031	0	0	0
B. Recurring:					
Administration	0	0	0	0	0
Faculty	\$ 40,000	\$40,000	\$40,000	\$40,000	\$40,000
Staff	\$ 51,000	\$51,000	0	0	0
Benefits	\$ 17,650	\$17,650	\$10,000	\$10,000	\$10,000
Equipment	0	0	0	0	0
Library	0	0	0	0	0
Travel	\$7,000	\$7,000	0	0	0
Other	0	0	0	0	0
Total for Recurring Expenditures	\$115,650	\$115,650	\$50,000	\$50,000	\$50,000
TOTAL (A + B)	\$333,570	\$319,681	\$50,000	\$50,000	\$50,000
2. Revenue					
State appropriations (new, FTE)					
*State appropriations (old)	\$ 65,470	\$65,470	\$65,470	\$65,470	\$65,470
Tuition/Fees	\$ 35,700	\$45,900	\$56,100	\$66,300	\$66,300
Institutional Resources					
Grants/Contracts	\$350,000	\$350,000	\$200,000	\$200,000	\$200,000
Gifts					
Other (in-kind donations, etc.)					
TOTAL REVENUES	\$451,170	\$461,370	\$321,570	\$331,770	\$331,770

Associated costs will be addressed through a Federal U.S. Department of Education, FIPSE grant (\$700,000) and CSTCC has submitted another proposal to request additional funding through 2006. Estimated enrollment and productivity:

Student Projections	FTE Enrollment	Graduates
Year 1	24	0
Year 2	32	10
Year 3	39	15

1.1.30 POST APPROVAL MONITORING: An annual performance review of the proposed program will be conducted for the first three years following approval. The review will be based on goals established in the approved program proposal.