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Missouri Department of Higher Education
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NEW PROGRAM PROPOSAL FOR ROUTINE REVIEW

Sponsoring Institution: Ozarks Technical Community College

Program Title: Information Technology

Degree/Certificate: AS-Associate of Science **If other, please list:** _____

Options: _____

Delivery Site(s): OTC Springfield

CIP Classification: 11.0201

**CIP Code can be cross-referenced with programs offered in your region on MDHE's program inventory.*
Click here for link to NCES CIP site.

Implementation Date 8/20 *please use MM/YY date format.*

Is this a new off-site location? No ☒ Yes ☐

If yes, is the new off-site location within your institution's current CBHE-approved service region? Yes ☐

**If no, public institutions should consult the comprehensive review process.*

Is this a collaborative program? Yes ☐ No ☒ *If yes, please complete the collaborative programs form on page 6.*

CERTIFICATIONS:

☒ **The program is within the institution's CBHE approved mission.** *(public institutions only)*

☒ **The program will be offered within the institution's CBHE approved service region.** *(public institutions only)*

☒ **The program builds upon existing programs and faculty expertise.**

☒ **The program does not unnecessarily duplicate an existing program in the geographically applicable area.**

☒ **The program can be launched with minimal expense and falls within the institution's current operating budget.** *(public institutions only)*

AUTHORIZATION:

Dr. Tracy McGrady, Provost	Tracy McGrady	10/28/2019
Name/Title of Institutional Officer	**Signature**	**Date**

PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

Although the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Qualifications of performance goals should be included wherever possible.

If you need more than one line of text to answer questions 1–5, please attach a Word .doc.

1. Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.

No special preparation will be required

- Characteristics of a specific population to be served, if applicable.

The population this degree serves will be students wanting to start their degree in Information Technology and transfer to a four-year university program.

2. Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.

acceptable with a minimum of 5 years of field experience in a Software Development related position.

- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.

70% of the credit hours needed for this degree program will assigned to full time faculty

- Expectations for professional activities, special student contact, teaching/learning innovation.

members are required to be faculty advisors and will advise students who have designated this as their degree option.

3. Enrollment Projections

- Student FTE majoring in program by the end of five years.

five years.

- Percent of full time and part time enrollment by the end of five years.

Full time – 76%, part time – 24%. Please see the rational above for question 3 on how these figures were determined

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STUDENT ENROLLMENT PROJECTIONS

YEAR	1	2	3	4	5
FULL TIME	40	43	46	49	52
PART TIME	12	13	14	15	16
TOTAL	52	56	60	64	68

4. Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.

Since the Computer Information Science department currently has a 20% attrition rate, it is expected that

- Special skills specific to the program.

Software development, database systems, network hardware, systems analysis and design

- Proportion of students who will achieve licensing, certification, or registration.

by the industry.

- Performance on national and/or local assessments, e.g. percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.

CompTIA A+ Certification

- Placement rates in related fields, in other fields, unemployed.

This degree is designed for transfer. Job placement data is not applicable.

- Transfer rates, continuous study.

It is anticipated that 95% of graduates will transfer to a 4-year institution.

5. Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide a rationale

current regional accreditation provides adequate credentials for this degree

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6. Program Structure

A. Total credits required for graduation: 65

B. Residency requirements, if any: 15

C. General education: Total credits: 29

Courses (specific courses OR distribution area and credits)

Course Number	Credits	Course Title
ENG101	3	Composition I
MTH130 (or higher)	3	College Algebra
ECO270	3	Principles of Macroeconomics
ECO275	3	Principles of Microeconomics
Physical Science	4	Physical Science class option
Biological Science	4	Biological Science class option
PSY-110	3	Introduction to Psychology
PLS-101 or HST-120	3	Government Requirement
COM-105	3	Public Speaking

D. Major requirements: Total credits: 36

Course Number	Credits	Course Title
CIS120	3	Intro to Computer Programming
CIS101	3	Technology and Digital Literacy
CIS170	3	Java Programming I
CIS201	3	Computer Apps for Business
CIS250	3	Database and Query
BUS140	3	Business Communications
MTH210orBUS160	3	Math or Business Option
ACC220	3	Principles of Accounting I
ACC225	3	Managerial Accounting
CIS230	3	Systems Analysis & Design
NET-107	3	Computer and Network Hardware
NET-108	3	Operating Systems and Hardware

E. Free elective credits: None
(sum of C, D, and E should equal A)

F. Requirements for thesis, internship or other capstone experience: None

G. Any unique features such as interdepartmental cooperation: offered.

7. Need/Demand

☒ Student demand

☒ Market demand

☒ Societal need

☒ I hereby certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful.

On July 1, 2011, the Coordinating Board for Higher Education began provisionally approving all new programs with a subsequent review and consideration for full approval after five years.

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COLLABORATIVE PROGRAMS

Sponsoring Institution One: _____

Sponsoring Institution Two: _____

Other Collaborative Institutions: _____

Length of Agreement: _____

If you need more than two lines of text to answer questions 1–5, please attach a word .doc.

1.Which institution (s) will have degree-granting authority?

2. Which institution (s) will have the authority for faculty hiring, course assignment, evaluation and reappointment decisions?

3. What agreements exist to ensure that faculty from all participating institutions will be involved in decisions about the curriculum, admissions standards, exit requirements?

4. Which institution(s) will be responsible for academic and student-support services, e.g., registration, advising, library, academic assistance, financial aid, etc.?

5. What agreements exist to ensure that the academic calendars of the participating institutions have been aligned as needed?

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PROGRAM CHARACTERISTICS AND PERFOMANCE GOALS

Additional answers for questions 1-5 for OTC Associate of Science in Information Technology.

2. Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.

  Faculty members should have a Bachelor's degree in a Computer Science related field. An Associate's degree is acceptable with a minimum of 5 years of field experience in a Software Development related position.

- Expectations for professional activities, special student contact, teaching/learning innovation.

  Faculty members are required to document twenty hours of professional development on an annual basis. Faculty members are required to be faculty advisors and will advise students who have designated this as their degree option.

3. Enrollment Projections

- Student FTE majoring in program by the end of five years.

  OTC currently has a Computer Information Science (CIS) degree which is similar but focuses on the business side of software development. This Information Technology program differs in that it is designed specifically to transfer into a four-year University program with a foundation in Business. That being said, there is an overlap in some of the required classes between these degree programs. The CIS department currently has approximately 80 students a semester that take the introductory computer programming course (CIS120). This course would also be one of the first courses that students in the Information Technology degree program would take so the enrollment in this course has been used to gauge student enrollment. In 2018, the CIS department had 54 graduates, of which 40% continued on to a four-year university. That information has been used in the projections for this new Information Technology degree. A growth rate of 7% was used for full time enrollment and a 3% growth rate was used for part time enrollment. Using these figures, full time enrollment for the program is projected to be 82 students by the end of five years.

4. Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.

  Since the Computer Information Science department currently has a 30% attrition rate, it is expected that the Information Technology degree program will have a similar rate of attrition when projecting the number of graduates. Based on the above enrollment projections, this degree should produce 42 graduates by year three and 50 graduates by year five.

- Proportion of students who will achieve licensing, certification or registration.