Form OS

OFF-SITE DELIVERY OF AN EXISTING PROGRAM FORM

Sponsoring Institution (s): Park University-Wentworth

Name of Institution (Campus or off-campus residential center in the case of multi-campus institutions).

Program Title: Criminal Justice Administration

Degree/Certificate: Bachelor of Science

Institution Granting Degree: Park University

Delivery Site(s): Park University-Wentworth

Mode of Program Delivery: Face-to-face, online

Geographic Location of Student Access: 1880 Washington Avenue, Lexington, MO 64067

CIP Classification: 43.0103 (Please provide CIP code)

Implementation Date: Summer 2010 (U1T10), June 7, 2010
Semester and Year

Cooperative Partners: N/A

AUTHORIZATION
David Turner, Coordinator for State Approval and Licensure

Name/Title of Institutional Officer Signature Date

David Turner 816-584-6242

Person to Contact for More Information Telephone

A. **Student Demand**

i. STUDENT ENROLLMENT PROJECTIONS - BS Criminal Justice Administration

Year	1	2	3	4	5
Full Time	2	5	6	10	15
Part Time	1	5	6	8	10
Total	3	10	12	18	25

ii. Will enrollment be capped in future: No

A. Market Demand:

i. The Wentworth Campus Center is located with Wentworth Junior College. The Education Service Officer (ESO) does needs assessments on programs offered at this campus. Programs are evaluated to meet the needs of the military members located at this installation. As for Missouri state-wide, the Bachelor of Science will meet the occupational needs of replacing workers in the Criminal Justice area. The Missouri Economic Research and Information Center (MERIC) data for 2009-2011 shows that over 1000 officers and dectives will need to be replaced from 2009-2011. The Bachelors degree in this area is required for these positions.

B. Societal Need:

i. The Bachelor of Science degree in Criminal Justice will offer students a broad base of knowledge which will allow them to work in several different areas as well as having a degree which is portable. With members of the military or civilians in the area that would need to move with other needs, this degree and/or classes would allow flexibility in employment in several different areas.

C. Methodology:

The market demand information was obtained from the MERIC report for 2009-2011 state-wide information. The Societal needs are checked annually by the needs assessments conducted by the ESO of the installation.

3. Duplication and Collaboration:

Similar programs exist in the State of Missouri. The programs offered at Park University-Wentworth are designed to work with Wentworth Junior College to allow military members to transfer their credits to complete their bachelor degree. In Lexington, the colleges are limited to Wentworth Military Academy and Lex La-Ray Technical Center which offer more technical degrees.

4. Financial Projections:
   N/A – Park is Private, Not-for-profit

5. Form PG

PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

Institution Name Park University

Program Name Bachelor of Science-Criminal Justice

Date July 26, 2010

(Although all of 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. Quantification of performance goals should be included wherever possible.)

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 admissions procedures.**
- Characteristics of a specific population to be served, if applicable.
  - **Degree is not designed for specific population.**

Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.
  - **Masters Degree required**
- 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.
  - **For Park's off campus sites, adjunct faculty is utilized. If a student would take online classes for some of their course work, it would be estimated 5-10% of credit hours would be assigned to full time faculty.**

- Expectations for professional activities, special student contact, teaching/learning innovation.
    - **Faculty have use of a companion internet shell (E-Companion) to assist in their course resources. Park University also offers professional development to faculty through the Center for Excellence in Teaching and Learning (CETL).**

Enrollment Projections

- Student FTE majoring in program by the end of five years.
    - **25 students**
- Percent of full time and part time enrollment by the end of five years.
    - **Full time: 60%**
    - **Part Time: 40%**

Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.
    - **3 Years: 5 graduates**
    - **5 Years: 8 graduates**
- Special skills specific to the program.
    - **None**
- Proportion of students who will achieve licensing, certification, or registration.
    - **Degree does not lead to licensing, certification or registration.**
- 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.
    - **Students must have a GPA of 2.0 or above to graudate**
- Placement rates in related fields, in other fields, unemployed.
    - **Park University does not place students, but offers assistance in finding employment with our Career Development Center.**
- Transfer rates, continuous study.
    - **Park University is regionally accredited and would prepare students to continue on their masters degrees.**

Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide reasons.
    - **Park University is accredited by the North Central Association of the Higher Learning Commission.**

Alumni and Employer Survey

- Expected satisfaction rates for alumni, including timing and method of surveys
  - **It is expected that 85% of alumni will be satisfied. Students are given surveys at the end of each course to determine satisfaction.**
- Expected satisfaction rates for employers, including timing and method of surveys
  - **It is expected that 85-90% of employers will be satisfied, but since students are not placed, employers are currently not contacted.**

6. Quality Assurance for Off-Site Programs:

A. General Oversight: General Oversight of this program would rest with the Dean of Park Distance Learning. The Dean would be assisted by the campus center director, the academic director at the site, as well as a regional director.

B. Faculty Qualifications: The criteria for selecting adjunct or full time faculty is the same throughout the University. All faculty must have at least a master's degree and must have course work in the area in which they are teaching. The Program Coordinator approves the adjunct faculty after evaluating their credentials.

Adjunct faculty complete an application, and submit a curriculum vita (CV), official transcripts, letters of recommendation and justification for specific courses that they consider qualified to teach. The Program Coordinator (appointed faculty within the degree program), review the application package and determine suitability for specific courses. The Program Coordinator then either approves or disapproves the applicant.

C. Support Services: Our office at Wentworth is staffed with a campus center director and administrative specialist. These people assist our students with any issues they may have. Along with that support, we also have a call-center called the Park Student Success Center which can offer support as well. The Park Student Success Center is staffed with 10+ enrollment counselors which assist students with any needs they may have. Students have access to Park University's online library, as well as the library offered at Wentworth Junior College.