



- PUBLIC
- INDEPENDENT

NEW PROGRAM PROPOSAL FOR ROUTINE REVIEW

When finished, please save and email to: he.academicprogramactions@dhe.mo.gov

Sponsoring Institution:

Program Title: Associate in Arts

Degree/Certificate:

If other, please list:

Options:

Delivery Site: Country Club Site, Andrew County MO

CIP Classification: 240101

Implementation Date: 8/1/2018

Is this a new off-site location? Yes No

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

**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 last page.*

CERTIFICATIONS

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

AUTHORIZATION

Tristan Londre		6/5/2018
----------------	--	----------

PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

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.

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.
N/A
- Characteristics of a specific population to be served, if applicable.
The population of A+ eligible students is of particular importance for this request. These students do not currently have a convenient on ground location for all AA coursework. Offering the program at this site also better serves students in the western half of the NCMC service area who do not currently have a convenient on-ground option to complete an AA.

2. Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.
N/A
- 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.
Initially, we estimate that fewer than 25% of credit hours will be assigned to full-time faculty, but this percentage is expected to grow.
- Expectations for professional activities, special student contact, teaching/learning innovation.
Faculty will be expected to meet the same expectations as our faculty at other locations.

3. Enrollment Projections

- Student FTE majoring in program by the end of five years.
100
- Percent of full time and part time enrollment by the end of five years.
We are projecting at least 50% of the student population to be full-time students using A+ benefits.

STUDENT ENROLLMENT PROJECTIONS

YEAR	1	2	3	4	5
Full Time	10	20	40	60	80
Part Time	10	20	30	40	40
Total	20	40	70	100	120

4. Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.
At the three-year mark we are projecting 10 graduates annually. After five years, the program will be graduating around 40 students per year.
- Special skills specific to the program.
N/A
- Proportion of students who will achieve licensing, certification, or registration.
N/A
- 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.
General education is assessed at NCMC using locally developed assessments. Student performance at the new location should be statistically comparable to performance at other locations.
- Placement rates in related fields, in other fields, unemployed.
50%
- Transfer rates, continuous study.
50%

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 rationale.
NCMC will maintain HLC accreditation and seek any needed HLC approvals to offer this degree at the new location

6. Program Structure

A. Total credits required for graduation: 60

B. Residency requirements, if any:

[Click here to enter text](#)

C. General education: Total credits:

42

Courses (specific courses OR distribution area and credits)

Course Number	Credits	Course Title
Communications	9	
Natural Sciences	7	
Humanities	9	
Social Sciences	6	

Civics	3	
Mathematics	3	
MOTR courses	5	

D. Major requirements: Total credits: 4

Course Number	Credits	Course Title
College Seminar	1	
Microcomputers	3	

E. Free elective credits: 14
(sum of C, D, and E should equal A)

F. Requirements for thesis, internship or other capstone experience:
 N/A

G. Any unique features such as interdepartmental cooperation:

7. Need/Demand

Student demand

Market demand

Societal demand

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.

COLLABORATIVE PROGRAMS

- **Sponsoring Institution One:**
- **Sponsoring Institution Two:**
- **Other Collaborative Institutions:**
- **Length of Agreement:**
- **Which institution(s) will have degree-granting authority?**
- **Which institution(s) will have the authority for faculty hiring, course assignment, evaluation and reappointment decisions?**
- **What agreements exist to ensure that faculty from all participating institutions will be involved in decisions about the curriculum, admissions standards, exit requirements?**
- **Which institution(s) will be responsible for academic and student-support services, e.g., registration, advising, library, academic assistance, financial aid, etc.?**
- **What agreements exist to ensure that the academic calendars of the participating institutions have been aligned as needed?**

Please save and email this form to: he.academicprogramactions@dhe.mo.gov