



**1. NEW PROGRAM PROPOSAL (FORM NP)**

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**Sponsoring Institution(s):** Cottey College

**Program Title:**

**Degree/Certificate:** Bachelor of Arts degree (with majors limited to those in the Social Sciences or Humanities)

**Options:**

**Delivery Site(s):** on campus

**CIP Classification:** multiple codes, depending on major

\*CIP code can be cross-referenced with programs offered in your region on MDHE's program inventory [highered.mo.gov/ProgramInventory/search.jsp](http://highered.mo.gov/ProgramInventory/search.jsp)

**Implementation Date:** August 2013

**Cooperative Partners:** none

\*If this is a collaborative program, form CL must be included with this proposal

**AUTHORIZATION:**

Cathryn G. Pridal, VPAA		May, 20, 2013
Name/Title of Institutional Officer	Signature	Date

Cathryn G. Pridal, VPAA	417-66-8181
Person to Contact for More Information	Telephone

## 2.

## RATIONALE

Cottey College is continuing the significant transformation began in 2010. Founded by Virginia Alice Cottey in 1884, and owned since 1927 by the P.E.O. Sisterhood, a philanthropic educational organization, Cottey is the only nonsectarian college in the United States owned by women for women. Cottey's transformation is guided by its mission to educate women in a dynamic liberal arts environment. The mission emphasizes that Cottey educates women to be socially responsible leaders who can function in their chosen fields in any part of the world, and this is the inspiration for the concept of interdisciplinary and inter-related programs that share courses, activities, and faculty, as well as a unique focus on women's leadership, social responsibility, and global awareness.

A fall 2008 study conducted by Cottey's Planning Committee, a standing committee chaired by the President and comprised of faculty, staff, and student representatives, indicated that changes in the educational market place and the expectations of the cohort of students Cottey seeks – full-time, traditional-aged women – present increasing challenges to an associate degree-granting women's college. A market demand study, conducted by Noel Levitz in fall, 2010, suggests adding additional Bachelor of Arts majors would make Cottey more appealing to these students.

Addition of a BA degree is also guided by advice in the report submitted by the Higher Learning Commission evaluation team who visited Cottey in April 2003. The team suggested the College develop a recruitment program driven by promoting the distinctive elements of programs that will attract students. Both the Campus Master Plan, completed in 2007 by Gould Evans, an architectural and planning firm, and the feasibility study conducted in 2008 by Ketchum, a fund-raising firm, affirm that Cottey has the physical and financial resources to support continued growth. The two visiting teams that evaluated the previous change requests also concluded that Cottey has the necessary resources to incorporate bachelor's programs. The teams also noted the strong support for adding new programs on the part of the trustees, president, faculty, staff, students, and friends of the college.

### 3. **STUDENT ENROLLMENT PROJECTIONS (FORM SE)**

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Year	1	2	3	4	5
Full Time	35	47	70	103	131
Part Time	0	0	0	0	0
Total	35	47	70	103	131

Please provide a rationale regarding how student enrollment projections were calculated:

We used information from an Academic Program Demand study commissioned with Noel-Levitz for Cottey, U.S. department of labor statistics, data from other sources such as Princeton Review and an interest survey conducted with Cottey students. (Please see below for more details.)

### 4. **Evidence of Market Demand/Societal Need**

Provide a **rationale** for proposing this program, including **evidence of market demand** and **societal need supported by research**:

The College gathered information from a number of sources to examine the potential market for programs in Humanities and Social Science disciplines. An Academic Program Demand Study was prepared for Cottey by Scott Bodfish of Noel-Levitz and showed areas of concentration in a General Liberal Arts degree as “medium” demand with 4-6% of college-bound women showing an interest. The Princeton Review cites Business (a Social Science discipline) as continuing to be the most popular major for undergraduates and multi-disciplinary studies increased by 31% between 2003 and 2008. U.S. Bureau of Labor Statistics predict professional opportunities for Liberal Arts degrees with concentrations in specific areas will increase by 12 -24% through 2018, depending on the area of focus. The

National Women’s Studies Association, in partnership with the National Opinion Research Center, gathered information showing women’s and/or gender studies programs are thriving at institutions of higher learning across the United States and enrolling large numbers of students in their courses. An internal interest survey of Cottey students showed that 15-24% (depending on major) of respondents were interested in completing a BA degree at Cottey with a social science or humanities discipline major.

## **5. PROGRAM DUPLICATION AND OPPORTUNITIES FOR COLLABORATION**

The BA degree will not create duplication with other degree programs at Cottey. This program is designed to foster collaboration within all disciplines at the College but not with other institutions of higher learning. There are collaborative opportunities with the surrounding community in service learning experiences, as designated by faculty.

## **6. PROGRAM STRUCTURE (FORM PS)**

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A. Total credits required for graduation: 120

B. Residency requirements, if any: 45 credits must be taken at Cottey and be in residence at least two semesters of the third and fourth year.

C. General education: Total credits: 55-60

Courses (specific courses OR distribution area and credits):

<b>Course Number</b>	<b>Credits</b>	<b>Course Title</b>
ENG 101 & 102 Two upper level writing intensive courses (may be taken in the major)	6 0-6	College Writing 1 & College Writing 2 Two courses selected from the list of approved courses
CSC 101 or Two Technology Intensive courses (ENG 102 is one of these)	3	Application Systems, Concepts & Practice or College Writing 2 plus one course selected from the list of approved courses
MAT 112 or higher	3	Elementary Statistics or higher math course (Students may substitute PHI 112 Introduction to Logic for Statistics if College Algebra was taken at the college level and passed with a grade of B or better.)
WLS 310	1	Introduction to Interdisciplinarity
WLS 490	3	Capstone Project
Designated science lecture and lab	4-5	AST/BIO/CHE/ENV/PHY lecture and lab
Designated science lecture	3-5	AST/BIO/CHE/ENV/PHY lecture with or without lab

with or without lab		
Humanities course	3	one course selected from the list of approved courses
Social science course	3	one course selected from the list of approved courses
Fine arts course	3	one course selected from the list of approved courses
Two foreign Language courses	6-8	
Course that includes diverse cultures	3**	one course selected from the list of approved courses (may be taken in the major)
Two courses that relate to physical fitness and wellness	2	two courses selected from the list of approved courses
Course that includes cultural and historical experiences of women	3**	one course selected from the list of approved courses (may be taken in the major)
Designated leadership course	3	one course selected from the list of approved courses (may be taken in the major)
<b>Total for General Education</b>	<b>55-60</b>	** dual fulfillment allowed

D. Major requirements: Total credits: (varies depending on major and course selection) 40-71

Please see the Cottey College catalog at <http://www.cottey.edu/future-students/academic-programs/cottey-catalog> for information on requirements for the BA majors.

E. Free elective credits: 25-0 depending on emphasis and course selection  
(Sum of C, D, and E should equal A.)

F. Requirements for thesis, internship or other capstone experience: WLS 401 Senior Capstone Project

Final requisite to graduation from the BA program. Enables the full participation of all BA seniors in an interdisciplinary approach to answers to a single “issue” or “research questions” addressed from different discipline-specific perspectives in addressing women’s leadership, social responsibility, and global awareness. A formal presentation of the completed project is made to an external audience.

G. Any unique features such as interdepartmental cooperation: BA degree programs at Cottey are designed to be interdisciplinary and interconnected. To support the delivery of these programs, Cottey designed the Institute for Women’s Leadership and Social Responsibility administered by an executive director. The BA programs collectively create a common experience of learning and accomplishments for every student—regardless of which major the student selects. These common experiences are arranged around three threads interwoven throughout the programs’ curricula: the threads of women’s leadership, social responsibility, and global awareness. These threads also shape additional courses and events offered to the Cottey campus and Nevada community under the auspices of the Institute.

## **7. FINANCIAL PROJECTIONS for Public Institutions Only**

Cottey is a private, liberal arts college, thus this section is not required.

## **8. PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS (FORM PG)**

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Institution Name: Cottey College

Program Name: Bachelor of Arts degree degree (with majors limited to those in the Social Sciences or Humanities disciplines)

Date: May 20, 2013

(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.

No special admissions

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

No specific population beyond students seeking an Associate degree

### **2. Faculty Characteristics**

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

Terminal degree related to curricular requirements

- 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.

100%

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

No expectations beyond those of all faculty at Cottey College, as described in the Faculty Handbook

### **3. Enrollment Projections**

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

131

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

100 % full time

### **4. Student and Program Outcomes**

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

70 graduate in 3 years; 103 in 5 years

- Special skills specific to the program.

Knowledge, communication and analytical skills as related to each major.

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

No special certification required

- 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.

At least 70% of majors will achieve the institutional outcomes as measured by Cottey assessments at the 80% level.

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

Job placement and graduate school enrollments will account for at least 90% of graduates when measured two years after obtaining the BA degree from Cottey.

- Transfer rates, continuous study.

Historically, Cottey has had a 95% transfer rate for students for our Associate degree programs.

#### 5. Program Accreditation (**also for #9 on list of required information**)

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

The Bachelor's degree is part of Cottey's accreditation with the HLC, with majors limited to those in the Humanities and Social Sciences. (Please see attached Statement of Affiliation Status from the Higher Learning Commission.)

#### 6. Alumni and Employer Survey

Cottey College awarded its first bachelor's degrees on May 19, 2013. On April 17, 2013, students in the first baccalaureate class participated in Cottey's annual Assessment Day, completing two paper surveys—a learning outcomes survey and a future plans survey. They also participated in a focus group discussion on accomplishing the student learning outcomes in their major field. The College plans to contact these young women in three years to update their records related to job and/or graduate school placement. The follow-up surveys will be electronic, sent via e-mail.

#### 7. Institutional Characteristics (**also for #10 on list of required information**)

- Characteristics demonstrating why your institution is particularly well-equipped to support the program.

Cottey's faculty are highly qualified, with 91 percent holding either the doctoral degree or the terminal degree in their field. Cultural diversity is an important dynamic at Cottey, and students learn to appreciate differences and form friendships with women from across the United States and around the world. Each fall, the College enrolls students from 38 to 42 states and 20 to 25

other countries. Cottey has a sound financial base, an infrastructure with room to expand, and our students routinely report high satisfaction with the quality of education they receive at Cottey.

**9. PLANS FOR ACCREDITATION**

See question 5 on Form PG above.

**10. INSTITUTIONAL CHARACTERISTICS**

See question 7 on Form PG above.

# Cotley College

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Nevada, MO 64772-2790  
(417) 667-8181 (Main Phone)

[www.cotley.edu](http://www.cotley.edu)

## Statement of Affiliation Status

*Chief Executive Officer:* **Dr. Judy R. Rogers, President**

*HLC Institution ID:* **1423**

*Current Accreditation Status:* **Accredited Accreditation Date(s): (1918;1941- .)**

### Summary of Commission Review

*Last Reaffirmation of Accreditation:* **2012 - 2013**

*Next Reaffirmation of Accreditation:* **2022 - 2023**

*Last Date of Information Change:* **02/25/2013**

*Control:* **Private NFP**

*Degrees Awarded (details below):* **Associate's, Bachelor's**

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*Stipulations on Affiliation Status:*

**Baccalaureate degree majors are limited to those in the Humanities and Social Sciences.**

*Approval of New Degree Locations:*

**Prior Commission approval required.**

*Approval of Distance and Correspondence Courses and Programs:*

**The institution has not been approved to offer its degree programs or more than four of its certificate programs through distance education or correspondence education as defined in Commission policy. Commission policy does permit the institution to offer up to four certificate programs as well as a limited number of courses leading to degree programs through distance education or correspondence education without seeking prior approval.**