

## 0. Form OS - Off-Site Delivery of an Existing Program

## **OFF-SITE DELIVERY OF AN EXISTING PROGRAM FORM**

Sponsoring Institution (s): Northwest Missouri State University

Program Title: Recreation and Park Management

Degree/Certificate: Bachelor of Science in Recreation

Institution Granting Degree: Northwest Missouri State University

Delivery Site(s): Metropolitan Community College – Longview Campus

500 SW Longview Road, Lee's Summit, Missouri 64081-2105

Mode of Program Delivery: Face to face, web-enhanced and practicum

**Geographic Location of Student Access:** Northwest campus and MCC-Longview campus

CIP Classification: 310101 (Please provide a CIP code)

Implementation Date: Fall 2011 term  
(Semester and Year)

Cooperative Partners: Northwest Missouri State University and Metropolitan Community College

## AUTHORIZATION

## Douglas Dunham, Provost

Name/Title of Institutional Officer

Signature

Date

## Gregory Haddock, Vice Provost

#### **Person to Contact for More Information**

(660) 562-1145

## Telephone

1. Need (Form SE - Student Enrollment Projections)

Student Demand:

- i. Estimated enrollment each year for the first five years for full-time and part-time students  
(Please complete Form SE.)

Year	1	2	3	4	5
<b>Full-time</b>	<u>10</u>	<u>22</u>	<u>27</u>	<u>20</u>	<u>20</u>
<b>Part-time</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total</b>	<u>10</u>	<u>22</u>	<u>27</u>	<u>20</u>	<u>20</u>

- ii. Will enrollment be capped in the future?

There are no current plans to cap enrollment in the future.

A. Market Demand:

- i. National, state, regional, or local assessment of labor need for citizens with these skills  
According to the US Bureau of Labor Statistics overall employment in recreation jobs is projected to increase by 15% between 2008 and 2018, this growth is faster than the average for all occupations. This growth will be driven by the growing numbers of young and older Americans. It is expected that the Baby Boomers will have more leisure time, higher disposable incomes, and more concern for health and fitness than previous generations. These factors should lead to an increasing demand for recreation/leisure services for the Baby Boomer generation. It is expected that Generation X and Y will continue this demand for growth in recreation/leisure services.

Linda Nazareth, a Canadian economist and author, in a March 2008 interview with the New York Times made the following statements. She noted that we have an aging society and these people are at the point in life where they are no longer experiencing the time crunch of their 30's and 40's when they had demands on their time. These demands generally resulted in little true free time and what she referred to as forced leisure. Nazareth states that these individuals will have what seems like all kinds of leisure time and that this leisure will translate in to a growing leisure economy. Nazareth, in her book The Leisure Economy: How Changing Demographics, Economics, and Generational Attitudes Will Reshape Our Lives and Our Industries, predicts that between 2005 and 2015 leisure hours in the United States will rise 12%. Leisure hours for those 55-64 will grow by 33%, and for 65+ by 28%. She also predicts that between 2015-2025 Leisure hours will grow another 11%.

The Academy of Leisure Sciences, this past decade, published a White Paper titled Leisure: The New Center of the Economy. This paper looked at

1. Need (Form SE - Student Enrollment Projections)

Department of Commerce data related to recreation/leisure spending. The Department of Commerce data estimated that in 1990 consumers spent \$280 billion on recreational goods and services. This figure constituted 7% of all consumers spending. It was noted that recreation/leisure spending was three times what consumers spent for new cars in 1990. The authors of the White Paper noted that as impressive as \$280 billion dollars might sound it was not a total picture of consumers spending in pursuit of recreation/leisure. They further determined that about a third of all automobile vehicle miles were related to recreation/leisure trips, and sixty percent of all airline passengers are travelling for recreation/leisure purpose. Americans in 1990 spent approximately \$458 billion dollars on transportation and travel expenses. The authors of this paper estimated that actual spending related to recreation/leisure approached one trillion dollars or a third of all consumers spending.

Based on growing user numbers, demand, and spending the future for recreation/leisure careers looks good for the future. The Kansas City metropolitan area has seen a growth in recreation/leisure service providers over the past three decades. Currently there are more than 20 city or county park and recreation agencies, 19 YMCA locations, 5 Boys/Girls Clubs locations (7,000 youth), Heart of America Boy Scout Council (45,000 youth), Girl Scouts (36,000 youth), Campfire Inc., and other numerous recreation/leisure service providers in the metropolitan area.

B. Societal Need:

- i. General needs which are not directly related to employment

Today's learners are looking for opportunities that fit more conveniently into their life. A response to this request has been the development of 2+2 programs. The traditional 2+2 programs are designed to allow students to complete the first two years of undergraduate study at community colleges and then transfer to the state universities to complete the final two years for their undergraduate degree. The Department of Health, Physical Education, Recreation and Dance (HPERD) at Northwest Missouri State is proposing a nontraditional method for the completion of the undergraduate degree in Recreation and Park Management. The HPERD Department is proposing the offering of the courses needed to complete a degree in Recreation and Park Management through the Metropolitan Community Colleges (MCC-Longview). The unique feature of this program is that the courses would be offered on the MCC-Longview campus. During the past year representatives from Northwest Missouri State University and Longview Community College, one of the MCC system campuses, began discussions about the need and feasibility of such a program. These discussions identified the following advantages for such a program:

- This program would allow students to eliminate the cost associated with having to relocate to finish their degree.

1. Need (Form SE - Student Enrollment Projections)

•Such a program would be attractive to nontraditional students in the Kansas City area that have an interest in careers in recreation and park management.

•This program would allow Kansas City area students and the recreation agencies to enter into longer term practical experiences.

•The program would hopefully attract more minority students to careers in recreation and park management. Minority employment in positions of leadership in recreation and park agencies throughout the State of Missouri is currently under represented.

•It is anticipated that this program would eventually be a feeder program for the Northwest Missouri State University graduate programs offered out of the Liberty Center.

C. Methodology used to determine "B" and "C" above.

Alboher, Marci. (March 10, 2008). The Complications of More Leisure Time. New York Times. Retrieved April 18, 2010, from [http://www.nytimes.com/2008/03/10business/smallbusiness/10shift.html?\\_r=1&ref=smallbusiness](http://www.nytimes.com/2008/03/10business/smallbusiness/10shift.html?_r=1&ref=smallbusiness)

Nazareth, Linda. (2007). The Leisure Economy: How Changing Demographics, Economics, and Generational Attitudes Will Reshape Our Lives and Our Industries. John Wiley & Sons Canada, Ltd. Mississauga, Ontario.

The Academy of Leisure Sciences. White Paper titled Leisure: The New Center of the Economy. Publication date undetermined. Retrieved April 15, 2010, from <http://www.academyofleisuresciences.org/alswp3.html>

United States Department of Labor Bureau of Labor Statistics . Occupational Outlook Handbook, 2010-11 Edition. Retrieved April 15, 2010, from Recreation Workers: <http://www.bls.gov/oco/ocos058.htm>

If similar programs currently exist in Missouri, what makes the proposed program necessary and/or distinct from the others at public institutions, area vocational technical schools, and private career schools?

Based on conversations with representatives from Longview Community College, a member of the Metropolitan Community College System, it appears that this would be a first of its kind Recreation Management program in the area.

Does delivery of the program involve a collaborative effort with any external institution or organization?

Yes (If yes, please complete Form CL.)

*Form CL – Collaborative Programs*

**Sponsoring Institutions:** Northwest Missouri State University  
Metropolitan Community College of Kansas City

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**Degree program:** B.S. Recreation – Recreation and Park Management (emphasis)

**Length of agreement:** open-ended

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

Metropolitan Community College (MCC) will have authority for the granting of an A.A. degree. Northwest Missouri State University will have degree-granting authority for the B.S. Recreation.

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

Northwest Missouri State University will make hiring decisions related to courses in the Recreation Core Curriculum.

MCC will have hiring authority for all faculty teaching courses in the General Education/Studies curriculum as identified in the 26 February 2010 Articulation Guide. Instructors in the Recreation Core Curriculum will be evaluated at the end of each term for the purpose of reappointment.

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

A memorandum of understanding currently exists with MCC. This agreement allows for the transfer of students attending Missouri based community colleges to four-year institutions for the completion of a baccalaureate degree. This agreement between Northwest Missouri State University and MCC allows for concurrent enrollment once

students have been accepted to the B.S. Recreation program offered through Northwest Missouri State University.

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

MCC will be responsible for all student-support services as students pursue their A.A. degree. Once the students have been accepted into the B.S. Recreation program: faculty from the Northwest Department of HPERD will be responsible for advisement and registration, students will be eligible for scholarships through Northwest, financial assistance maybe a shared responsibility, and joint library and computer services will be offered.

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

Under the existing memorandum of understanding the course and financial calendars have been rectified. All Northwest courses meeting on the MCC-Longview campus will follow the MCC academic calendar.

6. In addition to the information provided by each participating institution regarding Financial Projections (Form FP), please address the following items:

- A. How will tuition rates be determined if they differ among the institutions?

All courses taken through MCC will be paid at the tuition and fee rates established by MCC. Once admitted to the B.S. Recreation program, courses taken through Northwest will be paid at the tuition and fee rates established by the Northwest Missouri State University Board of Regents.

- B. Has a formal agreement been developed regarding cost-sharing policies? If yes, please include it as part of the proposal. If no, please summarize the current understanding between all parties and the plans for developing a formal agreement.

No formal agreement exists regarding cost-sharing. Agreements have been made related to promotion of the B.S. Recreation program (i.e. Northwest recreation program information will be listed in the MCC course offerings, space for promotional signage will be provided, scheduling and cost for classroom space has been set, and space for faculty during pre-registration periods has been discussed).

- C. What arrangements, if any, have been made for exchange of money between participating institutions?

Northwest will pay MCC eight dollars per hour or the current fee for the use of classroom space and a thirty dollar per day utility fee or the current rate.

7. What commitments have been made by all participants to evaluate the program systematically?

Individual courses and instructors will be evaluated each term. Northwest and MCC will conduct a joint annual review of the program.

8. If one institution wishes to discontinue the program, what agreements exist for terminating the offering?

The annual review will serve as the primary factor for determination of agreement continuation.

4. Program Characteristics and Performance Goals: (Form PG).

## **PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS**

Institution Name: Northwest Missouri State University

Program Name: B.S. Recreation – Recreation and Park Management

Date: Fall 2011 term

(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.

Students must have completed the Associate of Arts requirements as identified in the Articulation Guide between Northwest Missouri State University and The Metropolitan Community Colleges.

Students must have a 2.25 GPA in their General Education course work.

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

N/A

### **Faculty Characteristics**

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

Recreation faculty will have at least a Masters degree in recreation or a closely related field to qualify for teaching.

Recreation faculty must have work experience in a recreation setting.

- 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.

65% is taught by full-time faculty. 43 credits (35%) is taught by adjunct instructors.

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

N/A

#### 4. Program Characteristics and Performance Goals: (Form PG).

##### **Enrollment Projections**

- Student FTE majoring in program by the end of five years.  
20
- Percent of full time and part time enrollment by the end of five years.  
20

##### **Student and Program Outcomes**

- Number of graduates per annum at three and five years after implementation.  
We anticipate a graduation rate of 12-20 students per year beginning in 2013.
- Special skills specific to the program.  
As a completion program skills will match the on-campus major.
- Proportion of students who will achieve licensing, certification, or registration.  
Students completing this program will be prepared to enter most Master of Science programs in Recreation/Leisure Studies.
- 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 will be required to satisfactorily pass a program exit examination before completion of the degree.
- Placement rates in related fields, in other fields, unemployed.  
We anticipate a placement rate of 90%.
- Transfer rates, continuous study.  
N/A

##### **5. Quality Assurance for Off-Site Programs:**

- . General Oversight: Describe the manner in which this program will be managed. How does the management of this program fit within the institution's academic administrative structure?  
The Recreation Program at Northwest is currently in the late planning process for program-level accreditation. Until that time, accreditation standards of our institution will be followed including the review process.
- A. Faculty Qualifications: How do the qualifications of faculty at this site compare with those of faculty for this program at the main campus? Please also note the comparable data regarding the proportion of course-section coverage by full-time faculty at each site.  
Current voluntary survey items from internship completors and annual placement surveys put this program at or above a 95% level as being rated as "satisfied" to "very satisfied." Similarly for this program, proposed annual placement rate,

4. Program Characteristics and Performance Goals: (Form PG).

combined with field work and intern placement supervisor ratings are expected to be at or above 90%.

Support Services: Describe how the institution will ensure that students at this site will be able to access services such as academic support, library, computing, and financial aid, as well as other administrative functions, at a level of quality comparable to that of on-campus programs.

Our placement rates for this area combined with feedback via advisory board and annual state conference feedback puts this program as one of the top two programs within the State of MO. This program is expected to carry similar high satisfaction levels as the on-campus program. Bi-annual and or cohort , employer an or intern supervisor evaluations will be at or above 90% satisfied.)

**6. Any Other Relevant Information:**

See attachments beginning next page.

## **ATTACHMENTS**

**ATTACHMENT A:** General Education Requirements Articulation Guide

**ATTACHMENT B:** Metropolitan Community College Support  
Courses for the 2+2 Recreation Degree program

**ATTACHMENT C:** Sample four year plan of study

**ATTACHMENT D:** Articulation Agreement which will be signed by both schools

**2008-2010 Undergraduate Catalog****Communication:** (9 hours) All required

10-111 English Composition      10-112 English Composition  
 29-102 Fundamentals of Oral Communication

**Mathematics:** (3 hours) Advisement required for appropriate choice

17-110 Finite Math	17-114 General Statistics
17-115 Concepts of Math	17-117 Precalculus
17-118 College Algebra	17-120 Calculus I
17-171 Fundamentals of Math	

**Political Science:** (3 hours) 34-102 Intro to American Government**History:** (3 hours) 33-155 America – A Historical Survey**Life & Physical Science:** (8 hours) One course & lab from each areaLife Science

04-102/103 General Biology/Lab	04-114/115 Gen. Zoology/Lab
04-112/113 General Botany/Lab	03-130 Plant Science

Physical Science

24-112/113 General Chemistry/Lab	24-114/115 Chemistry I/Lab
27-110/111 Geology/Lab	27-114/115 Earth Science/Lab
25-110/111 Physics I/Lab	25-112/113 Physics II/Lab
25-120/121 Classical Physics I/Lab	40-102/103 Phys Science/Lab
40-122/123 Astronomy/Lab	

**Humanities & Fine Arts:** (9 hours) One course from each areaLiterature 10-220 Intro to LiteratureHumanities/Philosophy

26-102 Western Civilization I	26-103 Western Civilization II
26-104 Humanities, Eastern World	39-171 Intro to Philosophy
39-274 Intro to Ethics	29-235 Classical Rhetoric
34-105 The African World	

Fine Arts

13-102 Art Appreciation	13-110 Survey of Art
19-201 Enjoyment of Music	22-262 History of Dance
43-101 Theatre Appreciation	19-202 Jazz Appreciation

**Social & Behavioral Science:** (6 hours) One course from each areaSocial Sciences:

52-130 Survey of Economics	52-150 General Economics I
32-101 Intro to Geography	35-101 General Sociology
35-108 General Anthropology	03-102 Agricultural Econ.

Behavioral Sciences:

08-103 General Psychology	08-303 Educational Psych.**
**Educational Psychology required for Education majors	

**Notes:** Individual majors may require more specific directed general education courses. Refer to the Northwest Missouri State University Undergraduate catalog for details. Students seeking a Bachelor of Arts Degree must complete 9 credit hours of a single foreign language. All transcripts will be evaluated individually. Call the Office of Admissions at 1-800-633-1175 with questions.

**2008-2009 Catalog****Communication:**

ENGL 101 Comp. & Reading I	ENGL 102 Comp. & Reading II
SPDR 100 Fundamentals of Speech I or	
SPDR 102 Fund. Of Human Communication	

**Mathematics:** Advisement required for appropriate choice

MATH 115 Statistics	MATH 119 College Mathematics
MATH 120 College Algebra	MATH 150 PreCalculus
MATH 175 Calc. for Bus & Soc Sci.	MATH 180 Anal. Geom. & Calc I

**Political Science:** Choose one

POLS 135 Intro to Political Science	POLS 136 Intro to Amer Nat'l Politics
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**History:** Choose one

HIST 120 US History to 1865	HIST 121 US History since 1865
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**Life & Physical Science:** Choose one from each categoryLife Science:

BIOL 101 General Biology	BIOL 104 General Botany
BIOL 106 General Zoology	BIOL 108 Intro Anat. & Phys.
BIOL 109 Anatomy & Physiology	BIOL 110 Human Anatomy
BIOL 102 Environmental Science	BIOL 118 Intro to Biology

Physical Science:

CHEM 101 Survey of Chemistry	CHEM 105 Intro Chem for Health Sci
PHYS 104 Found. Of Phys. Science	PHYS 106 General Astronomy
PHYS 130 General Physics I	GEOL 101 Physical Geology
(Also: CHEM 107, 111; PHYS 101, 112, 220)	

**Humanities & Fine Arts:** Choose one from each categoryLiterature ENGL 124 Introduction to Literature

(Also: ENGL 120, 121, 122, 127, 128, 130, 140, 141, 142, 150, 151, 152, 155, 165, 167, 220, 221, 222, 223, 267)	
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Humanities/Philosophy

HIST 133 Found. Of Western Civ.	HIST 134 Modern Western Civ.
HUMN 133 Found. Of Western Civ.	HUMN 134 Modern Western Civ.
PHIL 100 Introduction to Philosophy	PHIL 200 Logic
PHIL 203 Ethics	
(Also: HIST 140; HUMN 140, 141, 145, 165; PHIL 101, 102, 201, 204)	

Fine Arts

ART 108 Survey of Art	MUSI 108 Music Appreciation
MUSI 160 Music of World's Cul.	SPDR 106 Theatre Appreciation
(Also: ART 150, 151, 159, 205; MUSI 116; SPDR 114, 128)	

**Social & Behavioral Science:** Choose one from each categorySocial Sciences:

ANTH 100 Gen. Anthropology	ANTH 110 Cultural Anthropology
ECON 110 Intro to Economics	ECON 210 Macroeconomics
GEOG 104 Prin. of Phys. Geog.	GEOG 105 World Geography
SOCI 160 Sociology	GEOG 113 Cultur/Hum Geography
(Also: GEOG 111, 112, 114; POLS 137; SOCI 170; SOSC 171)	

Behavioral Sciences:

PSYC 140 General Psychology	EDUC 270 Educational Psychology*
*Educational Psychology required for Education majors	

Institutional Requirements	Institutional Requirements
<p><b>Information Technology Competency:</b> (3 hours)</p> <p>44-130 Computers and Information Technology 62-130 Educational Computing and Technology 61-145 Information and Educational Technology 27-130 Information Technology and Science 26-105 Information Technology and Culture 40-106 Computational Methods in Science</p> <p><b>Multicultural/Diversity Competency:</b> (3 hours)</p> <p>29-225 Intercultural Communication 61-252 Pluralism in a Multicultural Society 10-224 Multiethnic Literature of the U.S. 10-226 Modern and Contemporary World Literature 32-102 People and Cultures of the World 26-162 Comparative Religions 14-131 French: Communication and Culture I 14-132 French Communication and Culture II 14-141 Spanish: Communication and Culture I 14-142 Spanish: Communication and Culture II 14-151 Intro to Conversational American Sign Language and Deaf Culture 20-221 Ethnographic Film Study 19-280 World Music 45-211 Leisure and Society</p> <p><b>Notes:</b> Any course taken to fulfill the Institutional Requirements cannot also fulfill the General Educational Requirements or Major/Minor requirements, unless specifically permitted in the current catalog.</p>	<p><b>Information Technology Competency:</b> CSIS 110 Technology and Information Management CSIS 115 Introduction to Microcomputer Applications EDUC 280 Technology for Teachers</p> <p><b>Multicultural/Diversity Competency:</b></p> <p>ANTH 110 Cultural Anthropology BIOL 238 International Human Ecology ENGL 152 U.S. Latino and Latina Literature ENGL 155 African-American Literature ENGL 267 North American Indian Literature ENGL 142 Women's Literature ARAB 101 Elementary Modern Arabic I FREN 101 Elementary French I FREN 102 Elementary French II GERM 101 Elementary German GERM 102 German II SPAN 101 Elementary Spanish I SPAN 102 Elementary Spanish II SPAN 107 Spanish Composition and Conversation SPAN 111 Accelerated Elementary Spanish I GEOG 113 Cultural/Human Geography HIST 130 Women in American History HIST 140 African American History HIST 150 Native American History HUMN 141 Latin American Humanities HUMN 145 Comparative Humanities: Myth Through Time HUMN 165 American Humanities: Diversity in the American Experience MUSI 116 Evolution of Jazz MUSI 160 Music of the World's Cultures PHIL 102 World Philosophy PSYC 143 Psychology of the African-American Experience SOSC 171 Comparative Ethnic and Cultural Studies SOCI 164 Sociology of the African-American Family SOCI 210 Native Americans in Contemporary Society SPDR 133 Intercultural Communications</p>



## **Advisement and Transfer Affairs**

237 Administration Building ■ 800 University Drive ■ Maryville, MO 64468-6001  
660.562.1951 office ■ lchand@nwmissouri.edu ■ www.nwmissouri.edu

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**ATTACHMENT B:** (Courses offered through the Metropolitan Community Colleges that could be Included in the 2+2 Recreation Degree program)

### **METRO COMMUNITY COLLEGE OFFERINGS** **Support Courses for the B. S. Recreation Degree**

#### **Agribusiness/Grounds and Turf Management**

##### **106 Landscape Design and Maintenance (3 Cr.)**

Principles of landscape design and required maintenance procedures, of computer aided design software program.\$20 fee.

##### **109 Pest Management/Turf and Ornamental (3 Cr.)**

Environmental, safety, and regulatory considerations of turf and ornamental pest control.

##### **115 Soil Fertility and Fertilizers (3 Cr.)**

Types of fertilizers for soil and crops. Fertilizers: their components, their formulation, and their application. investigating aspects of the nature and properties of soils.

##### **206 Advanced Landscape Design and Maintenance (3 Cr.)**

Prerequisite: 106. Planning and landscape design. Installation and maintenance of various plants. The commercial process of bidding and contracting. Utilization of computer aided design software program.\$20 fee.

#### **Biology**

##### **109 Anatomy and Physiology (6 Cr.)**

Prerequisite: 100 or CHEM105. Structure and function in the human body and mechanisms of homeostasis.\$40 fee.

##### **150 Medical Terminology (2 Cr.)**

Basic vocabulary of medical terms stressing prefixes, suffixes, and roots, with application to each system of the body.

##### **132 Human Nutrition (3 Cr.)**

Function of nutrients. factors affecting the utilization of nutrients. food pyramids and dietary allowances. Dietary calculation and evaluation. Special needs during the life cycle. Current issues in nutrition.

##### **210 Human Physiology (5 Cr.)**

Prerequisite: 110 and either 100 or 105. Functions of the human body as revealed by cells, tissues, organs, and systems in terms of underlying physicochemical processes.\$30 fee.

#### **Business Administration**

##### **100 Introduction to Accounting (3 Cr.)**

Introduction to the steps of the accounting cycle. Practical background in accounting for professional offices and/or merchandising businesses

**101 Accounting Principles (3 Cr.)**

Practice and application of the accounting principles involved in the process of preparing financial statements in accordance with the generally accepted accounting principles. Includes accounting procedures for cash, accounts receivable, inventory, depreciation and payroll.

**204 Business Management (3 Cr.)**

Principles and practices of business management developed around the framework of the functions of planning, organizing, and controlling. Specific topics covered includes: managerial ethics, group dynamics, employee motivation, communications, decision-making, leadership and management styles, productivity, and organizational effectiveness.

**205 Marketing (3 Cr.)**

The principles of marketing involves the structure of marketing institutions in a global environment. The course includes analysis of marketing functions, consumer behavior, segmentation, market research, product planning, pricing, promotion, distribution and marketing strategies. Internet and electronic mail activities are integrated to develop competencies in data collection, application and task analysis.

**221 Business Communications (3 Cr.)**

Prerequisite: Appropriate placement test score or completion of ENGL30. identifies the scope and structure of communications within a business environment. The areas of study include writing processes involving a wide variety of business correspondences. Current methods of communication by technology are covered with direct applications utilizing Internet, Email, PowerPoint presentations, electronic files, employee and data privacy, resumes and interviewing techniques. Emphasis is placed on formal reports within the APA and MLA formats/structures.

**Computer Science and Information Systems****115 Introduction to Microcomputer Applications (3 Cr.)**

Introduction to operation of computer software packages. Specific hands-on work with word processor, spreadsheet, database, and presentation software applications. Keyboarding experience and basic computer skills are recommended. Class uses Office 2007.\$20 fee.

**Geography****220 GIS Database and Design (3 Cr.)**

Prerequisites: 120. Concepts of Geo-database design and management in Geographic Information Systems (GIS), SQL statements, geographic data types and functions, data entry, techniques of geographic information structure and indexing, querying techniques, searches, and spatial analysis, creation and use of metadata real-world applications.

**224 Applications in Geographic Information Systems (3 Cr.)**

Prerequisites: 120, 220.in Information Systems. Data collection, incorporation of local and global data, and analysis of spatial information that can be used to investigate major application areas, national policy.

**Human Services****100 Introduction to Human Services (3**

This is the introductory course in the field of human services. Students are invited to explore how factors such as poverty, race, gender, mental health, ethnicity, sexual orientation, and disability have affected the ability of individuals and groups to function in society. In addition, students will examine the nature of cross-cultural competence when serving diverse client populations. Course

includes examination of strengths-based interventions with diverse client populations facing multiple barriers to physical, psychological, and social well-being.

## **Physical Education**

### **126 Lifetime Fitness I (2 cr.)**

Prerequisite: Successful completion of preliminary health screening or permission of personal physician. First in a series of cardiovascular and muscular development fitness programs designed around the aerobic circuit. The course introduces basic concepts of lifetime fitness development, health, and exercise programming. A variety of individual aerobic exercise equipment will be incorporated into the student's total program.

### **158 First Aid/CPR (2 cr.)**

Prerequisite: The student must be at least 17 years old. Theory and practice of giving aid to ill or injured persons, treatment of injuries. cardiopulmonary resuscitation procedures. history and development of safety education. American Red Cross certificates issued to students completing the course successfully.

## **Psychology**

### **240 Child Development (3 Cr.)**

Prerequisite: 140.Critical factors in understanding development: internal growth forces, self factors, external adjustment processes. Emphasis on interrelatedness of developmental processes.

### **243 Human Lifespan Development (4 Cr.)**

Prerequisite: 140.Discussion of the physical, social, emotional, and personality changes occurring during the life of the individual from conception through death. Emphasis is placed on the similarities and differences in development across and within cultures.

### **245 Adolescent Psychology (3**

Prerequisite: 140.Overview of developmental stages of adolescence. Physical, psychological, educational, and social characteristics and implications.

**ATTACHMENT C** –Sample 4-year plan (See Attachment D for specific requirements.)

Northwest Missouri State University  
Metropolitan Community College  
Sample 4 year plan – AA to BS Recreation Management  
(Numbered courses are Northwest courses)

**TERM ONE**

Composition (3 hrs)  
General Psychology (3 hrs)  
General Biology & Lab (5 hrs)  
MCC 126 Lifetime Fitness (3 hrs)  
TOTAL - 14

**TERM TWO**

Composition (3 hrs)  
Physical Science & Lab (4 hrs)  
United States History (3 hrs)  
Fundamentals of Speech (3 hrs)  
Social Science (3 hrs)  
TOTAL - 16

**TERM THREE**

Fine Arts (3 hrs)  
Math 119 or higher (3 hrs)  
Humanities/Philosophy (3 hrs)  
Microcomputer Applications (3 hrs)  
Elective (3 hrs)  
TOTAL HOURS – 15

**TERM FOUR**

Literature (3 hrs)  
Intro to Political Science (3 hrs)  
MCC 245 Adolescent Psychology (3 hrs)  
Intercultural Communication (3 hrs)  
Elective (3 hrs)  
TOTAL - 15

**TERM FIVE**

45-240 Foundations of Recreation (3hrs)  
45-245 Leisure Services & Special Pop. (3 hrs)  
45-444 Outdoor Recreation/Education (3 hrs)  
MCC 101 Accounting Principles (3 hrs)  
MCC 243 Human Lifespan Development (3 hrs)  
TOTAL HOURS - 15

**TERM SIX**

45-340 Recreation Programs (3 hrs)  
45-443 Recreation Leadership (3 hrs)  
45-512 Aquatic Facility Maint. & Manage (2 hrs)  
45-513 Outdoor Rec. Facilities M & M (2 hrs)  
MCC 115 First Aid/CPR  
MCC 204 Business Management (3 hrs)  
TOTAL HOURS - 16

**SUMMER TERM**

**45-450 FIELD EXPERIENCE (3 hrs.) – PARKS AND RECREATION MANAGEMENT**

**TERM SEVEN**

45-440 Leisure Resources/Facility Design (3hrs)  
45-545 Risk Management (3 hrs)  
45-533 Recreation Sports Management (3 hrs)  
45-365 Leisure and Aging (3 hrs)  
MCC 205 Marketing (3 hrs)  
TOTAL HOURS - 15

**TERM EIGHT**

45-434 Senior Seminar in Recreation (3 hrs)  
45-446 Evaluation of Leisure Services (3 hrs)  
45-546 Administration of Recreation (3 hrs)  
45-540 Group Dynamics (3 hrs)  
MCC 221 Business Communications (3 hrs)  
TOTAL HOURS - 15

**45-499 RECREATION INTERNSHIP (6-12 hrs.)**

UPPER DIVISION HOURS MINIMUM 40 hrs – (40-46 hrs in program)

**ATTACHMENT D –Articulation Agreement**

**ARTICULATION AGREEMENT  
BETWEEN  
METROPOLITAN COMMUNITY COLLEGE  
AND  
NORTHWEST MISSOURI STATE UNIVERSITY**

**AA to BS in Recreation and Park Management  
Northwest Catalog 2010-2012**

**OVERVIEW:**

This formal program articulation agreement is made and entered into by Northwest Missouri State University, hereinafter referred to as Northwest, and Metropolitan Community College, hereinafter referred to as MCC. By this agreement MCC and Northwest express a shared commitment to increasing opportunities for student access to and success in higher education. By clarifying transfer policies and procedures which assure articulation between programs, the institutions seek to assist students in making a seamless transfer from the associate to the baccalaureate degree.

**PURPOSE:**

This agreement provides students who have earned an **Associate in Arts** the opportunity to complete a **Bachelor of Science in Recreation and Park Management** at Northwest. Any MCC student who has earned an Associate in Arts is guaranteed that Northwest will accept designated freshman and sophomore business management credit hours as designated in this agreement, general education credits required for the AA degree, plus any freshman and sophomore general education hours required by Northwest beyond the AA degree. Northwest will apply such to the Bachelor of Science in Recreation and Park Management degree in a manner consistent with the treatment of native students.

**CONDITIONS OF TRANSFER:**

**Section I: Admissions and Matriculation**

MCC students maintaining continuous enrollment under this agreement or matriculating into Northwest within 18 months from the last registration date with MCC will be afforded the same treatment and protection as Northwest native students enrolled under the Northwest catalog in effect the year the student officially matriculates into MCC. This agreement is in effect for students matriculating into MCC during the 2010-2012 catalog. Students entering under later catalogs must meet the requirements of the respective catalogs. Every effort will be made to update agreements as new catalogs come into effect.

Criteria for acceptance into the Bachelor of Science in Recreation and Park Management will be the same for transfer as for native students.

Students seeking admission to Northwest must have a minimum 2.00 cumulative grade point average (gpa) in transfer.

Admission to some undergraduate programs is competitive. While all students who achieve a 2.00 cumulative gpa in transfer will be fully considered, Northwest may offer admission to students based on their relative ranking of the college cumulative gpa.

The grade point average used to determine admission to the baccalaureate program will be calculated based upon the academic policies of Northwest. Courses in progress will not be used for calculating grade point average.

MCC, upon the request of students, will provide verification of completed courses to Northwest through its Office of Registrar.

The transcript of students transferring from MCC will be evaluated by representatives from the Business and Professional Program at MCC and the Office of Admissions at Northwest.

The Office of Admissions at Northwest has established application procedures. Students should contact the Office of Admissions for details or consult the Northwest Undergraduate Academic Catalog.

Transfer students from MCC will have access to financial aid, scholarships, and student services. Students will be referred to "Financing Your College Education," available from Northwest's Financial Aid Office, for more details.

Northwest will apply the same academic progress and graduation standards to MCC transfer students as those applicable to native students.

## **Section II: Transfer of Credit**

Courses that are non-college level (commonly less than 100 level courses) are not transferable toward a baccalaureate degree.

Only academic courses with passing letter grades (A, B, C, D) will be accepted for graduation requirements.

Most major and common professional component courses require a C or better. Those courses are outlined in the Northwest catalog.

Students who have earned scores on Advanced Placement tests (AP) or International Baccalaureate (IB) tests offered in high school may be awarded college credit after evaluation of official score reports from the College Entrance Examination Board. Accepted credit will be recorded on a student's transcript in accordance with the Northwest's credit for external examinations policy. Credit is not granted for an AP exam if the student has completed a college course equivalent to the AP exam.

Students may earn college credit by examination in the College Level Examination Program (CLEP) in selected exams if scores earned meet the score requirements outlined in Northwest's university catalog. Official score reports must be submitted to the Office of Admissions at Northwest.

Northwest will accept for credit courses taken while the student is enrolled in high school in a Dual Enrollment Program as long as the courses are not vocational in nature and follow the Missouri CBHE State Guidelines for Dual Enrollment Courses issued October 1999. In order to have credit evaluated and granted, the Office of Admissions must receive an official college transcript from the college or university granting the credit.

### **Section III: Program Plan**

Students falling under this program articulation agreement will be responsible for successfully completing the following requirements.

#### **METROPOLITAN COMMUNITY COLLEGE ASSOCIATE IN ARTS**

<b>General Education Requirements</b>		<b>42 hours</b>	
<u>Course Title</u>	<u>Hours</u>	<u>Northwest Equivalent</u>	<u>Hours</u>
HIST 120 US History to 1865 OR HIST 121 US History Since 1865	3	American History Requirement	3
POLS 135 Intro to Political Science OR POSL 136 Intro to American Nat. Pol.	3	34-102 Intro to American Gov. & Politics	3
ENGL 101 Composition and Reading I ENGL 102 Composition and Reading II SPDR 100 Fundamentals of Speech OR SPDR 102 Fund or Human Comm	3 3 3 3	10-111 Composition 10-112 Composition 29-102 Fund of Oral Communication Fund of Oral Communication Equivalent	3 3 3 3
Humanities  See MCC catalog for options. 3 hours must be in literature or philosophy and 3 should be chosen from: Foreign Language 101 or higher OR SIGN 101 or 102, MUSI 116 or 160 OR SPDR 133. These classes also meet Northwest's Multicultural Institutional Requirement	9	Humanities and Multicultural Equivalent	9
MATH 119 or higher  See MCC catalog for options	3	Math Requirement	3
Biological Science (with Lab)  See MCC catalog for options	5	Life Science Equivalent	5
Physical Science (with Lab)  See MCC catalog for options	4	Physical Science Equivalent	4
POLS 137 Intro to State & Local Pol. Social Science  Social Science Requirement from area other than POLS, See MCC Catalog for options. General Psychology is recommended.	3 3	34-203 State & Local Government Social or Behavioral Science Equivalent	3 (Option A) 3

**MCC Electives****20 hours**

Course Title                          Hours

**Required:**CSIS 110 Tech & Info Management OR  
CSIS 115 Intro to Microcomputer App. 3**Electives equivalent to****Northwest requirements:**BSAD 101 Accounting Principles I        3  
BSAD 178 Business Communications    3  
BSAD 204 Business Management        3  
BSAD 205 Marketing                      3  
GEOL 102 Historical Geology            3  
AGBS 108 Evergreens and Herb. Plants 3

Course Title                                  Hours

44-130 Computers &amp; Info Technology    3

51-201 Accounting I                        3 (Option A)  
54-310 Managerial Communication        3 (Option A)  
54-313 Principles of Management        3 (Option A&B)  
55-330 Principles of Marketing         3 (Option A)  
27-212 Historical Geology                3 (Option B)  
03-383 Woody Landscape Plants         3 (Option B)

**Other Recommended Electives that may be substituted in Option A or B with advisor approval:**

PSYC 240 Child Development	3
PSYC 245 Adolescent Psychology	3
PSYC 243 Human Lifespan Dev.	3
AGBS 108 Landscape Design and Main.	3
AGBS 109 Pest man./Turf & Ornament.	3
AGBS 115 Soil Fertility and Fertilizers	3
ABBS 206 Advanced Landscape Design	3
BIOL 109 Anatomy and Physiology	6
BIOL 150 Medical Terminology	2
BIOL 132 Human Nutrition	3
BIOL 210 Human Physiology	5
BSAD 100 Introduction to Accounting	3
GEOL 220 GIS Database and Design	3
GEOL 224 Applications in GIS	3
HUMS 100 Intro to Human Services	3
PHED 126 Lifetime Fitness	2
PHED 158 First Aid	2

<b>Northwest Major requirements</b>	<b>42-48 hours</b>
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**Required Courses (42-48 hours)**

45-240 Foundation of Recreation	3*
45-245 Leisure Services and Special Populations	3*
45-340 Recreational Programs	3*
45-434 Senior Seminar in Recreation	3*
45-440 Leisure Resources/Facility Design and management	3*
45-443 Techniques of Recreation Leadership	3*
45-444 Outdoor Recreation/Education	3*
45-446 Evaluation of Leisure Services	3*
45-450 Field Experience in Recreation and Park Management	3*
45-499 Recreation Internship	6-12*
45-533 Recreation Sports Management	3*
45-545 Risk Management	3*
45-546 Administration of Recreation	3*

**Elective hours (15 hours required from A or B, several of which may be taken from MCC, see above)**

**Option A: Recreation Management**

15-216 Gerontology	3
34-203 State and Local Government	3**
51-201 Accounting I	3**
54-310 Managerial Communications	3**
54-313 Principles of Management	3**
54-314 Human Resource Management	3
55-330 Principles of Marketing	3**
45-321 Exploring Recreation Resources	3
45-365 Leisure and Aging	3 *
45-425 Expressive and Creative Programs	3
45-445 Natural Resources History/Interpretation	3
45-511 Golf Course Maintenance and Management	2
45-512 Aquatic Facility Maintenance and Management	2*
45-513 Outdoor Recreation Facilities Maintenance & Management	2*

45-525 Commercial Recreation	3
45-547 Grantsmanship	3
<b>Option B: Park Management</b>	
AGRI 03-382 Woody Landscape Plants	3**
AGRI 03-383 Landscape Design	3
AGRI 03-538 Turfgrass Management	3
GEOL 27-212 Historical Geology	3**
GEOL 27-326 Geology of the National Parks	3
GEOG 32-501 Conservation of Natural Resources	3
REC 45-321 Exploring Recreation Resources	3
REC 45-425 Expressive and Creative Programs	3
REC 45-445 Natural Resources History/Interpretation	3
REC 45-511 Golf Course Maintenance and Management	2 *
REC 45-512 Aquatic Facility Maintenance and Management	2 *
REC 45-513 Outdoor Recreation Facilities Maintenance and Management 2*	
REC 45-547 Grantsmanship	3
MGMT 54-313 Principles of Management	3**
GEOG 32-201 Maps and Map Interpretation	3
GEOG 32-207 GPS Fundamentals	3

\*Will be offered in rotation in Kansas City

\*\*May be taken at MCC

Minimum hours required for B.S. in Recreation and Part Management	124 Hours
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Approved by:

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Dr. Terrance Robertson  
 Department Chair  
 Department of Health, Physical Education, Recreation and Dance  
 Northwest Missouri State University

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Mrs. Beverly Schenkel  
 Dean of Enrollment Management  
 Northwest Missouri State University

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Mark James  
 Chancellor  
 Metropolitan Community College – Kansas City