



Missouri Department of Higher Education

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NEW PROGRAM PROPOSAL FORM

Sponsoring Institution(s): Three Rivers Community College

Program Title: General Education Certificate

Degree/Certificate: Certificate in General Education

Options: none

Delivery Site(s): Poplar Bluff – main campus, Malden, Sikeston, Kennett, Dexter

CIP Classification: 24.0102 (Please provide a CIP code)

Implementation Date: Fall 2013

Cooperative Partners: Click here to enter text.

AUTHORIZATION:

Dr. Wesley A. Payne

3-18-13

Name/Title of Institutional Officer

Signature

Date

Dr. Wesley Payne

Vice-President for Learning

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Person to Contact for More Information

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PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

Institution Name Three Rivers Community College
Program Name Certificate in General Education
Date March 11, 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.)

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.
No special preparation will be required. It is the policy of Three Rivers Community College to maintain and promote educational opportunity without regard to race, color, sex, age, religion, national origin, marital status, disability, veteran's status or other non-merit factors. All populations will be served.

Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.
Normal faculty requirements that exist for those teaching in other transfer education program will be required. Three Rivers Community College selects instructors based on a combination of education and work experience in the respective fields of study where adjunct faculty is used. Adjunct faculty must meet the same academic and professional requirements for teaching of a given course as would be required of full-time faculty to teach the same course on campus.
- 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.
It is anticipated that 75% of the certificate credit hours will be assigned to full-time faculty.
- Expectations for professional activities, special student contact, teaching/learning innovation.

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The faculty will be expected to use various technologies such as Smart boards, laboratory data system, internet-based and interactive television (ITV) delivery methods.

Enrollment Projections

- Student FTE majoring in program by the end of five years.
It is anticipated that 480 students will major in the program by the end of five years.
- 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.
It is anticipated to have 440 graduates at the end of three years and 480 at the end of five years.
- Special skills specific to the program.
None
- Proportion of students who will achieve licensing, certification, or registration.
None
- 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.
It is anticipated that the certificate graduates will score at or above the 50th percentile on the ETS Proficiency Profile Exam administered during the last semester prior to graduation.
- Placement rates in related fields, in other fields, unemployed.
It is anticipated that 80% of the graduates from the program will complete an A.A. degree or transfer to a four year and find employment.
- Transfer rates, continuous study.
It is anticipated that 50% will transfer to a four-year institution for further studies. The courses in the certificate are designed to transfer to four year universities.

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.
There are no state-level accreditations applicable for this certificate.

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Alumni and Employer Survey

- Expected satisfaction rates for alumni, including timing and method of surveys.
It is estimated that 75% of the students surveyed will indicate that they are satisfied with the certificate and feel that they are prepared to complete the A.A or transfer to a four-year institution.
- Expected satisfaction rates for employers, including timing and method of surveys.
It is anticipated that 75% of the businesses employing our graduates will be satisfied with the technical skill demonstrated by our graduates.



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PROGRAM STRUCTURE

A. Total credits required for graduation: Certificate in General Education

B. Residency requirements, if any: 15 hours must be completed at Three Rivers Community College

C. General education: Total credits: 42 – PLEASE SEE ATTACHED COURSE SELECTION

Courses (specific courses OR distribution area and credits):

Table with 3 columns: course name, credits, and total credits. Contains 5 rows of blank lines for course entry.

D. Major requirements: Total credits: Click here to enter text.

Table with 3 columns: course name, credits, and total credits. Contains 5 rows of blank lines for course entry.

E. Free elective credits: Click here to enter text. (Sum of C, D, and E should equal A.)

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

CPST 290 General Capstone Experience

G. Any unique features such as interdepartmental cooperation:

none

42-Hour State Mandated General Education (Gen Ed) Program

Forty-two general education (Gen Ed) hours must be selected according to the following guidelines. The Three Rivers College 42-hour block of general education (Gen Ed) credit is consistent with the statewide general education policy and is part of the Associate of Arts and Associate of Arts in Teaching degrees. Students must select course offerings from each general education component indicated below and meet the minimum hours required in each component.

I. Communicating (Total Hours: 9)

A. Required:

1. ENGL 111 College Writing
2. ENGL 112 Advanced College Writing (*ENGL 111 prerequisite with C or better*)

B. One course:

1. SCOM 101 Human Communication
2. SCOM 110 Public Speaking

II. Valuing (Total Hours: 3)

One course from the following list:

1. VALU 161 Values, Economics and Decision
2. VALU 180 Ideas in Living
3. VALU 181 Images of Women
4. VALU 182 Music of the World's Peoples
5. VALU 190 World Foods and Society
6. VALU 191 The Environment & Society
7. VALU 192 Science, Technology & Society
8. BLAW 221 Legal & Ethical Environment of Business
9. EDUC 230 Foundations of Education (*for education majors only*)
10. BIOL 102 Environmental Science
11. BIOL 190 Biology for Majors
12. HIST 201 Evil: Historical Perspective

III. Humanities (Total Hours: 9)

A. One course from the following list (3):

1. ARTS 123 History and Appreciation of Art
2. MUSC 123 History and Appreciation of Music
3. THEA 120 History and Appreciation of Theatre
4. FILM 122 History and Appreciation of Film
5. PHIL 243 Religions of the World
6. SPAN 101 Elementary Spanish I
7. SPAN 102 Elementary Spanish II
8. SPAN 201 Intermediate Spanish I
9. SPAN 202 Intermediate Spanish II

B. Two courses from the following list (6): (*ENGL 111 prerequisite to each course*)

1. ENGL 210 Introduction to Literature
2. ENGL 221 World Literature to 1600
3. ENGL 222 World Literature since 1600
4. ENGL 223 Classical Mythology
5. ENGL 231 British Literature to 1798
6. ENGL 232 British Literature since 1798
7. ENGL 233 Shakespeare
8. ENGL 241 American Literature to 1870
9. ENGL 242 American Literature since 1870

10. ENGL 281 Old Testament Literature
11. ENGL 282 New Testament Literature
12. PHIL 200 Introduction to Philosophy
13. PHIL 223 Introduction to Biblical Studies
14. PHIL 233 Ethics

IV. Life and Physical Sciences (Total Hours: 8-10)

Two courses required, one from natural sciences and one from physical science; one of the two courses must have a laboratory component.

Natural

1. BIOL 100 Survey of Biological Principles (3 hours)
2. BIOL 101 General Biology (5 hours)
3. BIOL 102 Environmental Science (5 hours)
4. BIOL 110 Human Biology (3 hours)
5. BIOL 190 Biology for Majors (5 hours)
6. BIOL 231 Anatomy & Physiology I (4 hours)
7. BIOL 232 Anatomy & Physiology II (4 hours)
8. BIOL 253 Microbiology (4 hours)

Physical

1. CHEM 111 Introductory Chemistry (5 hours)
2. CHEM 121 General Chemistry I (5 hours)
3. PHYS 100 Survey of Physics (3 hours)
4. PHYS 101 Physical Science (5 hours)
5. PHYS 150 Environmental Geology (4 hours)
6. PHYS 211 General Physics I (5 hours)

V. Mathematics (Total Hours: 3)

A. One course:

1. MATH 161 College Math OR MATH 163 College Algebra
2. Completing a course that has MATH 163 as a prerequisite

B. MATH 131 Math for Elementary Teachers (for Elementary Education majors only)

VI. Social and Behavioral Sciences (Total Hours: 9)

A. Required

1. GOVT 121 National and State Government (3)
2. HIST 111 American History to 1877 OR HIST 112 American History since 1877 (3)

B. One course from the following list (3):

1. ANTH 211 Introduction to Anthropology
2. ECON 211 Principles of Macroeconomics
3. ECON 212 Principles of Microeconomics
4. GOVT 111 Introduction to Political Science
5. GOVT 233 International Relations
6. HIST 111 American History to 1877
7. HIST 112 American History since 1877
8. HIST 121 World Civilization to the Renaissance
9. HIST 122 World Civilization since the Renaissance
10. HIST 211 The United States since 1945
11. PSYC 111 General Psychology
12. PSYC 243 Human Development across the Life Span
13. SOCI 111 General Sociology

VII. CPST 290 General Education Capstone (Total Hours: 1)



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STUDENT ENROLLMENT PROJECTIONS

| Year | 1 | 2 | 3 | 4 | 5 |
|-----------|-----|-----|-----|-----|-----|
| Full Time | 250 | 260 | 270 | 280 | 290 |
| Part Time | 150 | 160 | 170 | 180 | 190 |
| Total | 400 | 420 | 440 | 460 | 480 |

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Form SE - Student Enrollment Projections

SUMMARY OF NEED

A. Student Demand

The demand for a college education has increased steadily over recent decades. At Three Rivers College the student headcount has increased by 46% over the past five years as compared to an average increase in headcount of 21.6% for all Missouri public two-year schools over the same time period (Missouri Department of Higher Education). Three Rivers College's in-district tuition of \$75 per credit hour is one of the lowest among Missouri colleges. The low cost, quality instruction and ease of course transfer to local four-year colleges, makes the completion of the 42-hour block within the Certificate in General Education a valuable accomplishment for many Three Rivers College students. This program of study will allow students in our service area to obtain a certificate, and then choose to either complete their associate degree or transfer to a four-year institution.

Based on discussions with students, some expressed their concern with being able to smoothly transfer from Three Rivers to a four-year institution. This option would allow them to more easily do this with or without the completion of an associate degree. The assessment of Three Rivers College faculty indicated there is a need for a certificate option.

The enrollment for the first five years of the program for full- and part-time students is estimated as follows:

| | | |
|--------|-----------|-----|
| Year 1 | 2013-2014 | 400 |
| Year 2 | 2014-2015 | 420 |
| Year 3 | 2015-2016 | 440 |
| Year 4 | 2016-2017 | 460 |
| Year 5 | 2017-2018 | 480 |

For enrollment projections, see FORM SE attached.

B. Market Demand

Needs analysis was conducted by evaluating the options currently available for our students. Completion of the General Education certificate will better prepare the student to complete his or her associate degree or to transfer to a university.

Businesses require employees with basic education skills, a need that is likely to increase in the future. People with a higher level of education earn more money over their lifetime and have a lower rate of unemployment than those who do not go to college. According to University of Missouri Extension statistics, in 2000 the percentage of Missourians aged 25 or older who had completed some college or an associate degree was 27%. The U.S. Census Bureau, American Community Survey 2006-2008 shows that the median annual incomes for those with a high school diploma was \$21,569, those with some college earned \$27,361 and those with an associate degree earned \$32,602. The Missouri Economic Research and Information Center shows that in 2010 unemployment in the state was 8.3% among those who had some college or an associate degree compared to 11.2% for those who had a high school diploma. This clearly shows the advantage of students completing at least some college level work.

C. Societal Needs

This certificate represents an affordable option for residents of the service area wishing to either enter the work force or to transfer to a university. Tuition at Three Rivers Community College is relatively inexpensive and provides considerable monetary savings to students wishing to complete the first couple of years of college. In addition, the program provides citizens with the means of pursuing a certificate that leads to better employment possibilities, as well as earning a higher income that provides a better standard of living for their families.

D. Methodology for Identification of Market and Societal Need

Market demand and societal information was obtained from a variety of sources. Specific sources include, but are not limited to the following:

- Internet research on labor statistics in 2013:
 - ✓ Bureau for Labor Statistics
 - ✓ Missouri Department of Economic Development
 - ✓ Missouri Department of Higher Education
 - ✓ University of Missouri Extension
 - ✓ Office of Social and Economic Data Analysis
 - ✓ Missouri Economic Research and Information Center
- Needs assessment conducted by Three Rivers Community College staff (2012-2013)

DUPLICATION AND COLLABORATION

There are no certificates similar to this one offered by other community colleges within our service area. Therefore, there is no duplication of effort with any other community college.

This certificate is designed to be offered at the home campus and at our education centers located in Malden, Sikeston, Kennett and Dexter. The certificate is a step towards completion of an associate or bachelor's degree.