

Indiana Commission for Higher Education
Indiana Board for Proprietary Education

Out-of-State Institutions and
In-State Proprietary Institutions Offering Instruction in Indiana
with a Physical Presence in the State

DEGREE APPLICATION
(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution American College of Education

Bachelor of Arts in Professional Studies with Concentrations in
a. Health Literacy and Informatics
b. Digital Age Communications
c. Early Childhood Education
d. Entrepreneurship
Name of Program (CIP Code for all concentrations: 30.0000 Multi/Interdisciplinary Studies)

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) BA

Name of Person Preparing this Form Amber Nicole Ying, J.D.

Telephone Number 317.829.9417 Application Type

Date the Form was Prepared October 3, 2014 Initial or Renewal
(Revise date after any revision)

Program Descriptions by Concentration

a. B.A. in Professional Studies: Health Literacy and Informatics

A degree in Professional Studies is designed to engage and support the goals of adult learners seeking promotion in their current careers, pursuing additional personal interests, and providing stronger leadership skills in a selected area of interest. Focused on a consortium of attitudes and abilities and through the use of technology, individuals utilize prior knowledge to enhance their ability to process new information, understand complex problems, and support decisions made within a field of study or in preparation for a new career. The concentration in Health Literacy and Informatics addresses the tremendous growth of healthcare information in volume and complexity and the role of technology in communicating this information. A growing need exists for healthcare providers and health educators to share vital information in ways consumers can understand and to utilize data collection and storage in diagnostic decision making. By providing an overview of critical components, this program supports those who educate, train, and support public health, pharmacy, dentistry, nursing, and general health providers in acquiring the skills and tools needed to communicate with their constituents and store, communicate, and process data for the purpose of improving access and services.

b. B.A. in Professional Studies: Digital Age Communications

A degree in Professional Studies is designed to engage and support the goals of adult learners seeking promotion in their current careers, pursuing additional personal interests, and providing stronger leadership skills in a selected area of interest. Focused on a consortium of attitudes and abilities and through the use of technology, individuals utilize prior knowledge to enhance their ability to process new information, understand complex problems, and support decisions made within a field of study or in preparation for a new career. The concentration in Digital Age Communications addresses the changing nature of Digital Age communications in professional environments and its relevance to many professional fields and careers as an essential aspect of building collaborative relationships. For example, it is designed to engage and support learners seeking jobs in journalism, public relations, marketing, consulting, education, regulatory affairs and compliance, information analysts, research associates, social media, editing and copywriting, and technical writing. Learners develop skills of listening, speaking, and writing as they apply to new age communication through radio, television, the Internet, and other media outlets. The role of social media, information technology, research, and ethics are major themes throughout the coursework.

c. B.A. in Professional Studies: Early Childhood Education

A degree in Professional Studies is designed to engage and support the goals of adult learners seeking promotion in their current careers, pursuing additional personal interests, and providing stronger leadership skills in a selected area of interest. Focused on a consortium of attitudes and abilities and through the use of technology, individuals utilize prior knowledge to enhance their ability to process new information, understand complex problems, and support decisions made within a field of study or in preparation for a new career. The concentration in Early Childhood Education prepares students to work with children from infancy through age 5 in diverse learning environments. Students will use a theory-to-practice approach as they combine theoretical frameworks with application in educational settings. The concentration's goal is to help students understand and foster the cognitive/language, physical/motor, social/emotional, and creative development of young children. Topics include child development, guidance and discipline, early childhood literacy, appropriate technology and media integration, curriculum development, cultural diversity, and learner exceptionalities.

d. B.A. in Professional Studies: Entrepreneurship

A degree in Professional Studies is designed to engage and support the goals of adult learners seeking promotion in their current careers, pursuing additional personal interests, and providing stronger leadership skills in a selected area of interest. Focused on a consortium of attitudes and abilities and through the use of technology, individuals utilize prior knowledge to enhance their ability to process new information, understand complex problems, and support decisions made within a field of study or in preparation for a new career. The concentration in Entrepreneurship focuses on foundational principles for establishing successful entrepreneurial businesses and their role in invention, discovery, and innovation. Topics include how to build a business, develop a business plan, assess the market, and secure funding. As applicable to the field of entrepreneurship, the topics of organizational change, public relations, marketing, team building, and issues, trends, and ethics are addressed. Students will gain insight into industry analysis, market strategy and analysis, and strategic planning as essentials for establishing and growing a successful entrepreneurial business. Communications, including social media and technology, and the growth of entrepreneurship on both a national and global scale are themes throughout the coursework.

Program Rationale - General

Careers in the 21st century are requiring the pursuit of education beyond a high school diploma or the equivalent. Individuals need to be able to use technology effectively, communicating the vision, goals, and desired outcomes of organizations or personal entrepreneurial efforts to stakeholders and beyond.

Indiana has a goal to increase the numbers of residents with post-secondary two-year or four-year degrees to 60% by 2025, while the current rate (2012 Census figures) is 34.4% requiring nearly double the present rate of completers to reach the required goal. This rate is below the national average of 39.4%, and Indiana ranks between 41st - 43rd in the nation for college graduates, depending on the published ranking and whether or not associates degrees are counted.

Program Rationales – by Concentration

a. B.A. in Professional Studies: Health Literacy and Informatics

In both print and online media, health information has exploded in its volume and complexity. With this explosion has come the need for consumers to work closely with healthcare providers to take a more active role in health-related decision making. Health literacy, often impacted by technology, is foundational to this understanding. The American Medical Association has determined poor health literacy to be a stronger predictor of an individual's health than age, income, employment status, education level, and race. Simultaneously, the technology proliferation has impacted the way in which healthcare data are stored, processed, and communicated to providers and consumers, opening up the new field of informatics.

Successful careers in both health literacy education and informatics are dependent on a range of communications skills and the use of appropriate new technology, providing health providers and consumers with pertinent patient information, which accurately records test results, patient history, and highlights potential problems arising from medications. Additional technologies open the possibilities of providing services for those unable to travel or in rural or inaccessible regions via telecommunication or webinars to address health issues as options for taking vital signs, monitoring heart and lung function, assessing blood sugar and other routine tests as they become available. Providers need education and training on how to effectively use these emerging options.

The continued increase in the use of technology to promote data-driven decisions requires abilities to know and understand ways to effectively communicate in this virtual environment where rapid change happens. The shifting landscape of healthcare continues to create careers which did not exist a decade ago. The U.S. Bureau of Labor Statistics predicts continued changes in fields which serve people and their needs. Employment of health educators, community health workers, and medical records and health information technicians is projected to grow 21 percent from 2012 to 2022 (BLS, *Health Educators and Community Health Workers; Medical Records and Health Information Technicians*).

b. B.A. in Professional Studies: Digital Age Communications

Successful careers in the 21st century are dependent on a range of communications skills and the use of appropriate new media to communicate messages to other professionals and the public. Practitioners need to be able to use technology effectively to share information in fields such as journalism, public relations, marketing, consulting, education, and other communications positions. A major change impacting all career paths and professionals in communications is the concept of convergence, a state of the art concept bringing together a variety of old media to form a new media stream of information and entertainment on the Internet. Where before, communication was primarily achieved through print media and the spoken word, convergence emphasizes Digital Age media such as infographics and video. Ethical considerations related to all aspects of Digital Age communications are another major trend. The U.S. Bureau of Labor Statistics predicts continued changes in communications fields. Technical writers and others in the field of communications can expect a 15-21 percent increase in their field between 2012 to 2022 (BLS 2013 wage data for Technical Writers, Communications).

c. B.A. in Professional Studies: Early Childhood Education

Public policy and education reform are currently influencing the field of early childhood education due to low U.S. college graduation rates internationally. Recognizing the role of early childhood education in closing achievement gaps, federal and state lawmakers are focusing on learning initiatives for improved teacher education, assessment, and accountability standards.

The U.S. Bureau of Labor Statistics predicts continued changes in early childhood education professionals: The need for preschool teachers is expected to increase 17 percent from 2012 to 2022 (BLS, Preschool Teachers).

Graduates will be prepared to plan and implement developmentally appropriate programs in early childhood educational environments. Employment opportunities include child development and child care programs, preschools, public and private schools, recreational centers, Head Start programs, and school programs serving children from infancy to age 5. This concentration may also appeal to parents who are home schooling young children.

d. B.A. in Professional Studies: Entrepreneurship

On both a national and international scale, entrepreneurship has grown in stature to become a viable business model. Because innovation, discovery, and invention have always been valued in U. S. society, American history is laced with breakthroughs occurring in an individual's home, laboratory basement, or garage. Stories such as Steve Jobs' founding of Apple in his garage have become legendary. Once considered to be little more than the mom-and-pop store on the corner, entrepreneurship now has replaced the big-business, mass-production model in the U. S. In the last presidential election, numerous references were made regarding the need to support "small businesses" as they represent a growing part of the American economy and its workforce. Current job descriptions often seek out individuals with entrepreneurial-like qualities and skills because the word entrepreneurial implies creativity, innovation, invention, and a can-do spirit. On a global scale, entrepreneurship also is growing by leaps and bounds. "Promoting private sector development and entrepreneurship, in particular, has become a defining feature of (global) development policy in recent years" (United Nations University).

Many individuals who earn degrees in entrepreneurship start their own businesses. However, as the wave of entrepreneurial innovation continues to swell on an international scale, the degree will prove beneficial to both those who want to start new entrepreneurial enterprises and the growing demand for those who serve entrepreneurial efforts, such as computer technologists, web designers, Internet service providers, financiers, marketing and public relations specialists, professional developers, and technical and grant writers.

According to the Kauffman Foundation for Entrepreneurship (2014): "Entrepreneurs are critical to the long-term health and prosperity of our economy...Entrepreneurs can increase their chances of success with practical education and training." By 2040, demographic trends will drive a flourishing of new kinds of entrepreneurial activities...with a bulge in the 20-40 age demographic -- the key entrepreneurial age. New platforms -- like crowd-funding and re-localized production -- will allow for the diversification of entrepreneurship, allowing Americans from a wide range of backgrounds to build new businesses (Kauffman Foundation, 2014). A 2009 study, which analyzed 20 years of U. S. data on entrepreneurs, found significant returns to education -- as measured by increased average income for every year of schooling completed -- for entrepreneurs (Mirjam van Praag et al., 2009). According to the U. S. Census, most new small businesses opt for computer technology first and then cover other fields. In the computer tech field, 41.2% of new small businesses open up in the field of web portals and 16.6% of the new ventures are Internet Service Providers (ISP).

Program Outcomes

The Bachelor of Arts in Professional Studies is designed as a completion degree for students with “some college and no degree.” More than 32 million working-age adults in the United States have some college credits but no degree with just over 1.2 million of those in Indiana. The program is designed to meet the needs of returning adult students who have at least 60 college credit hours but have not earned a bachelor’s degree.

The Bachelor of Arts in Professional Studies consists of 34 semester credits earned at American College of Education and 86 semester credits (including 30 general education credits) earned through one or more of the following channels:

- Associate’s degree from a regionally-accredited institution of 60 credits
- Transfer credit from a regionally-accredited institution (up to 86 credits)
- ACE elective courses (up to 26 credits)
- Prior Learning Assessment (PLA) credits (up to 26 credits)

Thirty-four semester credits must be earned at American College of Education, and a total of 120 semester credits are required for conferral of a Bachelor of Arts degree.

1. Demonstrate skills and behaviors which encourage continuous personal and professional improvement, including advances in productivity, efficiency, collaboration, communication, and ethical standing.
2. Apply principles of behavior, motivation, and adaptability in a given discipline to maximize human relations and resources in diverse settings and communities.
3. Analyze principles and methods of change, leadership skills which support visionary progress, and the impact these will have on an organization.
4. Describe and apply the elements of planning to enhance and support attitudes and behaviors of success.
5. Evaluate current tools, concepts, and trends within a discipline which encourages and promotes social responsibility and the application of ethical principles within a field.
6. Apply effective communication techniques, including the use of technology, for processing and sharing information which promotes collaboration and conflict resolution within the scope of an identified audience.
7. Evaluate and implement critical, creative, and reflective thinking processes to effectively build and support essential academic and career decision making.
8. Utilize research skills to foster the application of evidence-based practices.
9. Establish and maintain a climate of mutual respect and responsiveness as an educated citizen.

Program Outcomes – Specific to Concentration

a. B.A. in Professional Studies: Health Literacy and Informatics

10. Apply technology to improve health by strengthening data, information, and knowledge use in health literacy education and healthcare, promotion, and prevention.
11. Investigate research findings linking literacy and its impact on healthcare access, health knowledge, health promotion and prevention, and health outcomes/status.
12. Demonstrate competence in effective communications and data-based decision making for the purpose of promoting and improving health and wellness.
13. Build knowledge and skills to become technologically competent in retrieving, evaluating, managing, and using information to improve communications and health literacy.

b. B.A. in Professional Studies: Digital Age Communications

10. Explain how different approaches to the audience or reader shape the conception, reporting, and communication applications in various media.

11. Demonstrate an understanding of the trends and technological changes shaping the media and how these may impact media careers.
12. Utilize research skills to investigate media-worthy issues using appropriate writing style and communication skills for various media.
13. Critically examine how the growth of new media enhances and challenges the core values and skill sets of communication fields.

c. B.A. in Professional Studies: Early Childhood Education

10. Describe early childhood development based on physical and psychosocial factors leading to cognitive, language, and literacy acquisition.
11. Develop and implement developmentally appropriate curriculum for young children, promoting creativity and social, emotional, and verbal competence.
12. Demonstrate an understanding of strategies for developing partnerships with parents, families, and other significant stakeholders in the education of young learners.
13. Critically analyze the purpose, value, and application of formal and informal observation and assessment strategies and ethical implications in early childhood settings.

d. B.A. in Professional Studies: Entrepreneurship

10. Evaluate issues, trends, and ethics in entrepreneurial management and leadership.
11. Evaluate and implement marketing strategies that further entrepreneurial goals, and evaluate their performance and effectiveness in a globalized marketplace.
12. Apply principles of finance, fiscal responsibility, and economics in the management of successful entrepreneurship.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, course number, and number of credit hours or clock hours for each course.

	Bachelor of Arts in Professional Studies with Concentrations in a. Health Literacy and Informatics b. Digital Age Communications c. Early Childhood Education d. Entrepreneurship	
Name of Program:		
Total Course Hours:	34* (13 semester credits in Core courses; 21 semester credits in Concentration specialty courses)	Check one: Quarter Hours _____ Semester Hours <u> X </u> Clock Hours _____
Tuition :	\$7,310.00 (\$215.00/credit)	Length of Program: <u> 12-18 months </u>

CORE COURSES:

Please Note: The “Core” courses are identical for and apply to all concentrations. The dedicated concentration courses are listed below under the heading “Specialty Courses”.

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
INT4001	Introduction to Online Learning	1
LEAD4013	Collaborative Communication	3
LEAD4203	Leadership in Practice	3
LEAD4213	Ethical Decision Making	3
RES4013	Research in Professional Studies	3

SPECIALTY COURSES: **Bachelor of Arts in Professional Studies with a Concentration in Health Literacy and Informatics**

HLTH4443	Information Literacy and Communications	3
HLTH4453	Health Literacy Education	3
HLTH4463	Health Literacy Perspectives	3
HLTH4313	Leading and Decision-Making in Health Services	3
HLTH4403	Healthcare Information Management	3
HLTH4473	Healthcare Informatics	3
CAP4933	Capstone Experience for Health Literacy and Informatics	3

SPECIALTY COURSES: **Bachelor of Arts in Professional Studies with a Concentration in Digital Age Communications**

COMM4013	Journalism and the New Media	3
COMM4033	Radio-TV-Internet Connections	3
COMM4043	Professional Listening, Speaking, and Writing	3
COMM4053	Professional Applications of Social Media	3
COMM4063	Information Literacy and Communications	3
COMM4023	Public Relations and Marketing Communications	3
CAP4943	Capstone Experience for Digital Age Communications	3

<u>SPECIALTY COURSES:</u>		<u>Bachelor of Arts in Professional Studies with a Concentration in Early Childhood Education</u>	
EC4013	Introduction to Early Childhood Education		3
EC4023	Educating Young Learners in the Digital Age		3
EC4033	Curriculum for Early Childhood Learners		3
EC4043	Health, Nutrition, and Safety for Early Childhood Learners		3
EC4053	Early Childhood Observation and Assessment		3
EC4063	Issues, Trends, and Ethics in Early Childhood Education		3
CAP4963	Capstone Experience for Early Childhood Education		3
<u>SPECIALTY COURSES:</u>		<u>Bachelor of Arts in Professional Studies with a Concentration in Entrepreneurship</u>	
LEAD4093	Business & Social Entrepreneurship		3
LEAD4233	Financing and Sustaining Entrepreneurship		3
LEAD4243	Organizational Leadership and Change		3
LEAD4253	Building and Leading Effective Teams		3
LEAD4236	Issues, Trends, and Ethics in Entrepreneurship		3
COMM4023	Public Relations and Marketing Communications		3
CAP4953	Capstone Experience for Entrepreneurship		3
<u>GENERAL EDUCATION / LIBERAL ARTS COURSES:</u>			
<u>Course Number</u>	<u>Course Title</u>		<u>Course Hours</u>
Not Applicable			

Number of Credit/Clock Hrs. in Specialty Courses: / 0 Percentage: 100%

Number of Credit/Clock Hrs. in General Courses: 0 / 0 Percentage: 0%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: 0 / 0 Percentage: 0%

ACE Professional Studies Graduation Requirements	Basic Gen Ed	Professional Studies Additional Requirements	Other Courses or Electives (Brought in via transfer or taken at ACE)	Professional Studies Completion Degree	TOTAL
Total Semester Credits Required to Graduate: 120					
Entrance Requirement:	60				
Completion Program (Core Courses):	13				
Completion Program (Concentration Courses):	21				
Potential Electives through ACE (Gap courses for students entering with 60-86 credits):	26				
Written Communication (English, Writing, Literature)	6	6			12
Speaking and Listening (Speech, Communications)	3				3
Quantitative Reasoning (Math)	3	3			6
Natural Science (Biology)	6				6
Humanities and Art (Arts, History)	6	6			12
Social and Behavioral Science (Psychology, Sociology, Anthropology, Pol Science)	6				6
Baccalaureate Completion Program				34	34
General Transfer Credit or Electives Taken at ACE (Counted as Liberal Arts)			41		41
	30	15	41	34	120

B.A. in Professional Studies: Health Literacy and Informatics
Course and Outcome Comparison

	Introduction to Online Learning	Research in Professional Studies	Leadership in Practice	Collaborative Communication	Ethical Decision-Making	Information Literacy and Communications	Leading and Decision-Making in Health Services	Healthcare Information Management	Healthcare Informatics	Health Literacy Education	Health Literacy Perspectives	Capstone Experience
Outcome 1	X	X			X	X	X	X				X
Outcome 2			X	X	X	X		X	X		X	X
Outcome 3			X	X		X		X			X	X
Outcome 4	X	X	X	X	X		X			X	X	X
Outcome 5	X	X		X	X		X			X	X	X
Outcome 6		X	X	X	X	X	X	X			X	X
Outcome 7	X	X		X	X		X	X			X	X
Outcome 8		X	X	X	X	X	X				X	X
Outcome 9		X	X	X	X		X				X	X
Outcome 10		X				X	X	X	X	X	X	X
Outcome 11		X	X	X		X				X	X	X
Outcome 12			X	X	X	X	X	X	X	X	X	X
Outcome 13		X	X			X		X	X	X	X	X

B.A. in Professional Studies: Digital Age Communications
Course and Outcome Comparison

	Introduction to Online Learning	Research in Professional Studies	Leadership in Practice	Collaborative Communication	Ethical Decision-Making	Journalism and the New Media	Public Relations and Marketing Communications	Radio-TV-Internet Connections	Professional Listening, Speaking, and Writing	Professional Applications of Social Media	Information Literacy and Communications	Capstone Experience
Outcome 1	X	X			X				X	X		X
Outcome 2			X	X	X		X		X	X	X	X
Outcome 3			X	X		X			X		X	X
Outcome 4	X	X	X	X	X	X	X			X		X
Outcome 5	X	X		X	X		X	X	X	X		X
Outcome 6		X	X	X	X		X	X		X	X	X
Outcome 7	X	X		X	X	X	X		X	X		X
Outcome 8		X	X	X	X	X	X	X	X			X
Outcome 9		X	X	X	X	X	X			X		X
Outcome 10			X	X		X	X			X		X
Outcome 11		X		X	X	X	X	X		X	X	X
Outcome 12		X						X	X	X	X	X
Outcome 13			X	X		X	X	X			X	X

B.A. in Professional Studies: Early Childhood Education
Course and Outcome Comparison

	Introduction to Online Learning	Research in Professional Studies	Leadership in Practice	Collaborative Communication	Ethical Decision-Making	Introduction to Early Childhood Education	Educating Young Learners in the Digital Age	Curriculum for Early Childhood Learners	Health, Nutrition, and Safety for Early Childhood Learners	Early Childhood Observation and Assessment	Issues, Trends, and Ethics in Early Childhood Education	Capstone Experience
Outcome 1	X	X			X						X	X
Outcome 2			X	X	X	X						X
Outcome 3			X	X		X	X	X			X	X
Outcome 4	X	X	X	X	X		X	X	X	X		X
Outcome 5	X	X		X	X	X	X			X	X	X
Outcome 6		X	X	X	X		X	X	X	X	X	X
Outcome 7	X	X		X	X	X		X			X	X
Outcome 8		X	X	X	X		X	X	X	X	X	X
Outcome 9		X	X	X	X	X		X	X			X
Outcome 10		X	X				X	X	X			X
Outcome 11			X	X		X					X	X
Outcome 12				X	X			X	X	X	X	X
Outcome 13		X		X	X					X		X

B.A. in Professional Studies: Entrepreneurship
Course and Outcome Comparison

	Introduction to Online Learning	Research in Professional Studies	Leadership in Practice	Collaborative Communication	Ethical Decision-Making	Business and Social Entrepreneurship	Financing and Sustaining Entrepreneurship	Organization-al Leadership and Change	Building and Leading Effective Teams	Public Relations and Marketing Communications	Issues, Trends, and Ethics in Entrepreneurship	Capstone Experience
Outcome 1	X	X			X	X		X	X	X		X
Outcome 2			X	X	X	X	X	X	X			X
Outcome 3			X	X				X			X	X
Outcome 4	X	X	X	X	X	X	X	X		X		X
Outcome 5	X	X		X	X			X	X		X	X
Outcome 6		X	X	X	X	X		X	X	X	X	X
Outcome 7	X	X		X	X	X	X	X		X	X	X
Outcome 8		X	X	X	X		X	X		X		X
Outcome 9		X	X	X	X			X	X	X		X
Outcome 10		X	X	X	X						X	X
Outcome 11		X	X					X		X	X	X
Outcome 12		X			X		X	X			X	X

III. LIBRARY: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

Location of library:	Online library: no single physical location
Hours of student access:	24 hours/day; 7 days/week. Always "open."
Librarian:	One full-time Librarian

2. Number of volumes of professional material:

ACE subscribes to specialized fee-based databases that provide students and faculty access to full-text books and journal articles. Using login ids and passwords, from the Library web page, students and faculty can access indices of 33,380 journals, full-text articles from 5,019 journals, 500,000 education documents, 300,000 full text documents, approximately 1,088 e-books, reports or monographs, Educational Resources Information Center (ERIC) documents and all online publications from the Government Printing Office. Students and faculty also benefit from direct subscription to one (1) full-text education magazine.

A. EBSCO Discovery Service

The EBSCO Discovery Service provides users with an easy, yet powerful means of accessing all of an institution's information resources through a single search. This is achieved by harvesting metadata from both internal (library) and external (data base vendors) sources, and creating a pre-indexed service of unprecedented size and speed.

B. Articles and E-Journals

ArticleFirst

ArticleFirst is an index of 27 million articles created from the tables-of-contents of multi-disciplinary journals.

- Produced by: OCLC
- Vendor: OCLC FirstSearch
- Coverage: 16,000+ journals
- Full-text: none
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try EBSCO's Education Source or ProQuest Education Journals.

Business Source Complete (EBSCO)

Business Source Complete includes indexing and abstracts for the most important scholarly business journals as far back as 1886. It includes both electronic journals and eBooks, as well as

- Produced by: EBSCO
- Vendor: EBSCO
- Coverage:
- Full-text: 1800+ journals; 1000+ eBooks, reports and monographs
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.

- To locate full-text of a specific article not available in this database, try EBSCO's Education Source or ProQuest Education Journals.

Child Development & Adolescent Studies (EBSCO)

Child Development & Adolescent Studies is an index of book reviews, articles, technical reports, theses, and dissertations related to growth and development of children through age of 21.

- Produced by: National Information Services Corporation, MD. Previously published by Society for Research in Child Development, 1927-2001.
- Vendor: EBSCO
- Coverage: 238 journals
- Full-text: none
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try EBSCO's Education Source or ProQuest Education Journals.

ECO Electronic Collections Online

ECO Electronic Collections Online database contains bibliographic records of scholarly electronic journals that are owned and cataloged by OCLC member libraries.

- Produced by: OCLC
- Vendor: OCLC FirstSearch
- Coverage: 4.2+ million records
- Full-text: None
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try EBSCO's Education Source or ProQuest Education Journals.

Education Abstracts/Full-Text (Wilson)

Education Abstracts/Full-Text indexes and abstracts articles from education journals published since 1983, education yearbooks published since 1994, and books in education published since 1995. Subjects covered include adult education, continuing education, library science, literacy standards, multicultural/ethnic education, teaching methods, and more.

- Produced by: H. W. Wilson Co., 1920-
- Vendor: EBSCO
- Coverage: 770+ journals, yearbooks, monographs
- Full-text: Yes – 350+ journals back to 1996
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try EBSCO's Education Source or ProQuest Education Journals.

Education Source

Education Source is an authoritative online resource for Education research. According to EBSCO, this massive file offers the world's largest and most complete collection of full-text education journals. It is a bibliographic and full-text database covering scholarly research and information relating to all areas of education. Topics covered include all

levels of education from early childhood to higher education, and all educational specialties, such as leadership, curriculum, instruction, multilingual education, health education, testing, administration, policy, funding, and related social issues.

- Produced by: EBSCO
- Vendor: EBSCO
- Coverage: 2,330+ journals plus books, monographs, conference papers, and proceedings
- Full-text: Yes - 1,800+ journals and 550+ books and monographs plus numerous conference papers and proceedings
- Includes: EBSCO's Professional Development Collection
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try ProQuest Education Journals.

Education Week

- Produced by: Editorial Projects in Education
- Vendor: <http://www.edweek.org/ew/index.html>
- Coverage: one journal
- Full-text: yes

Educational Administration Quarterly

- Produced by: Sage
- Vendor: EBSCO
- Coverage: one journal
- Full-text: yes

Google Scholar

Google Scholar is a keyword search engine of journal articles harvested daily from the Web, as well as U. S. patents and legal opinions.

- Produced by: Google
- Vendor: www.google.com
- Coverage: all Web pages on the Internet
- Full-text: Yes – full-text articles that are copyright-free; free full-text patents and federal legal opinions
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try EBSCO's Education Source, ProQuest Education Journals, or Wilson Select Plus.

GPO Monthly Catalog

GPO Monthly Catalog is the only comprehensive index of government publications. Established in 1876, the U. S. Government Printing Office is the world's largest publisher. Government publications are available on Education and every other subject in every academic discipline. Most are free from GPO or the issuing agency, and newer ones may be available on the Web. GPO estimates that today 50% of all U.S. government documents are now born digital.

- Produced by: U. S. Government Printing Office
- Vendor: <http://www.gpo.gov/> (1861 to date)
- Vendor: FirstSearch (1976 to date)

- Coverage: (GPO): government publications since 1861
- Coverage (FirstSearch): government publications since 1976
- Full-text: Yes – some links to full-text publications are provided by issuing agencies.
- To locate libraries that have government publications collections in your zip code, go to www.worldcat.org.
- To locate full-text of a journals published by government agencies, try the specific agency's web site, EBSCO's Education Source, ProQuest Education Journals, or Wilson Select Plus.

JSTOR Current Education Collection

- Produced by: Editorial Projects in Education
- Vendor: EBSCO
- Coverage: nine selected Education related journals
- Full-text: yes

Library, Information Science & Technology Abstracts with Full Text

- Produced by: EBSCO
- Vendor: EBSCO
- Coverage: 735+ Journals; 30+ eBooks, monographs, conference papers, and pamphlets
- Full-text: yes

Medline

Medline is the premier international bibliographic database covering all fields of medicine including psychology, psychiatry, nursing, dentistry, nutrition, education, and social services.

- Producer: U. S. National Library of Medicine
- Vendors: www.pubmed.gov, FirstSearch
- Coverage: 19,000+ journals; 19+ million citations
- Full-text: Yes – some articles are linked to full-text sources
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try EBSCO's Education Source, ProQuest Education Journals, or Wilson Select Plus.

OAIster

OAIster harvests Open Archives Initiative (OAI)-compliant resources in all subjects and disciplines from digital libraries, institutional repositories, and online journals. Its goal is to create a collection of freely available, previously difficult-to-access, academically-oriented digital resources that are easily searchable by anyone. Digital resources include books, articles, born-digital text, audio and image files, datasets, theses, technical and research papers, and image collections.

- Producer: OCLC and University of Michigan University Library
- Vendor: OCLC FirstSearch
- Coverage: 23+ million records
- Full-text: Yes

ProQuest Education Journals

ProQuest Education Journals covers scholarly literature on primary, secondary, and higher education, special education, home schooling, adult education, and hundreds of related topics.

- Producer: ProQuest
- Vendor: ProQuest
- Coverage: 919+ journals published since 1991
- Full-text: Yes – 660 journals
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try EBSCO's Education Source or Wilson Select Plus.

ERIC Documents and Educational Tests

ERIC

The ERIC (Educational Resources Information Center) database is created and distributed free by the U. S. Dept. of Education. ERIC indexes and abstracts education journals, as well as published and unpublished books, monographs, curriculum guides, conference papers, proceedings, position papers, teaching guides, and other educational materials.

All ERIC journal articles and ERIC documents are assigned subject headings from the Thesaurus of ERIC Descriptors:

http://www.eric.ed.gov/ERICWebPortal/resources/html/thesaurus/about_thesaurus.html.

- Produced by: U. S. Dept. of Education, 1966-
- Vendors: <http://www.eric.ed.gov>, EBSCO, ProQuest, and others
- Coverage: 1,160+ journals; 500,000+ other publications; 1.3+ million citations
- Full-text: Yes - 244 journals (EJ) and 330,000+ ERIC documents (ED). Some publications have copyright restrictions placed by the author or publisher.
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try EBSCO's Education Source, ProQuest Education Journals, or Wilson Select Plus.

Mental Measurements Yearbook including Tests in Print

Mental Measurements Yearbook (MMY) is a comprehensive guide to 2,000+ contemporary testing instruments. The MMY series contains reviews and information essential for a complete evaluation of testing products in psychology, education, business, and leadership. First published by Oscar K. Buros, the MMY series allows users to make knowledgeable judgments and informed selection decisions about the increasingly complex world of testing. MMY database includes the MMY archive of all yearbooks from the first edition in 1938 through the 18th yearbook released in 2010.

Tests in Print (TIP) is a comprehensive bibliography of all known commercially available tests that are currently in print in the English language. TIP provides vital information to users including test purpose, test publisher, in-print status, price, test acronym, intended test population, administration times, publication date(s), and test author(s).

- Producer: Buros Institute of Mental Measurements at the University of Nebraska - Lincoln
- Vendor: EBSCO

- Coverage: 7,000+ reviews
- Full-text: Yes – reviews only [no tests are available online]
- Includes other database? Yes – Tests in Print

Tests in Print

Tests in Print (TIP) is a comprehensive bibliography of all known commercially available tests that are currently in print in the English language. TIP provides vital information to users including test purpose, test publisher, in-print status, price, test acronym, intended test population, administration times, publication date(s), and test author(s).

- Producer: Buros Institute of Mental Measurements at the University of Nebraska - Lincoln
- Vendor: EBSCO
- Coverage: 7,000+ reviews
- Full-text: Yes – reviews only [no tests are available online]
- Included in another database? Yes – Mental Measurements Yearbook including Tests in Print

Books and E-Books

Business Source Complete (EBSCO)

Business Source Complete includes indexing and abstracts for the most important scholarly business journals as far back as 1886. It includes both electronic journals and eBooks, as well as

- Produced by: EBSCO
- Vendor: EBSCO
- Coverage:
- Full-text: 1800+ journals; 1000+ eBooks, reports and monographs
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try EBSCO's Education Source or ProQuest Education Journals.

Education Source (EBSCO)

Education Source is an authoritative online resource for Education research. According to EBSCO, this massive file offers the world's largest and most complete collection of full-text education journals. It is a bibliographic and full-text database covering scholarly research and information relating to all areas of education. Topics covered include all levels of education from early childhood to higher education, and all educational specialties, such as leadership, curriculum, instruction, multilingual education, health education, testing, administration, policy, funding, and related social issues.

- Produced by: EBSCO
- Vendor: EBSCO
- Coverage: 2,330+ journals plus books, monographs, conference papers, and proceedings
- Full-text: Yes - 1,400+ journals and 550+ books and monographs plus numerous conference papers and proceedings
- Includes: EBSCO's Professional Development Collection
- To locate libraries that own specific eBooks in your zip code, go to www.worldcat.org.

Ebooks

Ebooks contains bibliographic records of online electronic books (e-books) in all subjects that are owned and cataloged by OCLC member libraries.

- Produced by: OCLC
- Vendor: OCLC FirstSearch
- Coverage: 665,000+ cataloged e-books
- Full-text: none
- To locate libraries that own specific e-books in your zip code, go to www.worldcat.org.

eBooks (EBSCOHost)

eBooks is a collection of full-text education related e-books.

- Producer: EBSCO
- Vendor: EBSCO
- Coverage: 2009+ e-books in Education (88 e-books)
- Full-text: Yes

Future-Focused Leadership by Marx

- Vendor: EBSCO
- Full-text: Yes

GPO Monthly Catalog

GPO Monthly Catalog is the only comprehensive index of government publications. Established in 1876, the U. S. Government Printing Office is the world's largest publisher. Government publications are available on Education and every other subject in every academic discipline. Most are free from GPO or the issuing agency, and newer ones may be available on the Web. GPO estimates that today 50% of all U.S. government documents are now born digital.

- Produced by: U. S. Government Printing Office
- Vendor: <http://www.gpo.gov/> (1861 to date)
- Vendor: FirstSearch (1976 to date)
- Coverage: (GPO): government publications since 1861
- Coverage (FirstSearch): government publications since 1976
- Full-text: Yes – some links to full-text publications are provided by issuing agencies.
- To locate libraries that have government publications collections in your zip code, go to www.worldcat.org.

To locate full-text of a journals published by government agencies, try the specific agency's web site, EBSCO's Education Source or ProQuest Education Journals.

Education Source

Education Source is an authoritative online resource for Education research. According to EBSCO, this massive file offers the world's largest and most complete collection of full-text education journals. It is a bibliographic and full-text database covering scholarly research and information relating to all areas of education. Topics covered include all levels of education from early childhood to higher education, and all educational specialties, such as leadership, curriculum, instruction, multilingual education, health education, testing, administration, policy, funding, and related social issues.

- Produced by: EBSCO

- Vendor: EBSCO
- Coverage: 2,330+ journals plus books, monographs, conference papers, and proceedings
- Full-text: Yes - 1,400+ journals and 550+ books and monographs plus numerous conference papers and proceedings
- Includes: EBSCO's Professional Development Collection
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try ProQuest Education Journals.

Library, Information Science & Technology Abstracts with Full Text

Library, Information Science & Technology Abstracts with Full Text indexes hundreds of core journals plus books, research reports and proceedings. Subject coverage includes librarianship, online information retrieval, information management, technology and more. Coverage in the database extends back as far as the mid-1960s.

- Produced by: EBSCO
- Vendor: EBSCO
- Coverage: 400+ journals plus books, monographs, conference papers, and pamphlets.
- Full-text: Yes - 160+ journals and 550+ books and monographs plus numerous conference proceedings and pamphlets.
- To locate libraries that own specific journals in your zip code, go to www.worldcat.org.
- To locate full-text of a specific article not available in this database, try Ebsco Education Source or ProQuest Education Journals.

OAIster

OAIster harvests Open Archives Initiative (OAI)-compliant resources in all subjects and disciplines from digital libraries, institutional repositories, and online journals. Its goal is to create a collection of freely available, previously difficult-to-access, academically-oriented digital resources that are easily searchable by anyone. Digital resources include books, articles, born-digital text, audio and image files, datasets, theses, technical and research papers, and image collections.

- Coverage: 23+ million records
- Full-text: Yes
- Producer: OCLC and University of Michigan University Library
- Vendor: OCLC FirstSearch.

PapersFirst

PapersFirst is an index of scholarly papers in all academic disciplines presented at worldwide conferences, symposia, expositions, workshops, and meetings that were received by The British Library Document Supply Centre.

- Coverage: 6.5+ million papers since 1993
- Full-text: none
- Producer: OCLC
- Vendor: OCLC FirstSearch
- To locate libraries that own specific papers in your zip code, go to www.worldcat.org.

Proceedings

Proceedings is a multi-disciplinary index of proceedings of worldwide conferences, symposia, expositions, workshops, and meetings that were received by The British Library Document Supply Centre.

- Coverage: 192,000+ proceedings since 1993
- Full-text: none
- Producer: OCLC
- Vendor: OCLC FirstSearch
- To locate libraries that own specific conference proceedings in your zip code, go to www.worldcat.org.

ProQuest Dissertations & Theses Full Text – Volume A

- Producer: ProQuest and UMI
- Vendor: ProQuest
- Coverage: 1,000,000 citations
- Full-text: yes

WorldCat

WorldCat is the online catalog of books and all types of other materials located in 72,000+ libraries worldwide. American College of Education is a member of OCLC and WorldCat (OCLC symbol is ILACE.)

- Producer: OCLC and 72,000 libraries worldwide
- Vendor: www.oclc.org and OCLC FirstSearch
- Coverage: 180+ million records dating before 1000 BC to present
- Full-text: none

WorldCat Dissertations

WorldCat Dissertations is a catalog of dissertations, theses, and published works based on them in all subjects that are owned and cataloged by OCLC member libraries worldwide.

- Producer: OCLC
- Vendor: www.oclc.org and OCLC FirstSearch
- Coverage: 8+ million records; abstracts are not included
- Full-text: none

3. Number of professional periodicals subscribed to: See Above

4. Other library facilities in close geographical proximity for student access:

While most of the information resources required of students are contained in the full-text, online professional journals and e-books subscribed to by the Library, all ACE students are encouraged to obtain library cards for borrowing privileges at libraries near to them.

IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor.
**** Include all required documentation pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program:	15	Full-time:	8	Part-time:	7
Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)					

*Faculty are listed alphabetically by Concentration.

List Faculty Names (Alphabetical Order)	Concentration	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
						Full-time	Part-time
Linetta Durand	Health Literacy and Informatics	Ed.D.	32	3	29	x	
Brenda Hargrove	Health Literacy and Informatics	Ed.D.	28	4	24		x
Kristine Vowels	Core Courses; Health Literacy and Informatics	Ed.D.	21	4	17		x
Mark Anderson	Digital Age Communications; Entrepreneurship	Ed.D.	20	.5	19		x
Jacqueline Cahill	Core Courses; Digital Age Communication	Ph.D.	14	.5	14	x	
Rochelle Franklin	Core Courses; Digital Age Communications	Ed.D.	15	5	10	x	
Beverly Greene	Core Courses; Digital Age Communications	Ed.D.	22	4	18		x
David Mapp	Core Courses; Digital Age Communications	Ed.D.	20	5	15	x	
Barbara Yalof	Digital Age Communications	Ed.D.	9	1.5	7		x
Judy Donovan	Core Courses; Early Childhood Education	Ed.D.	34	4	38	x	
Tiffany Hamlett	Core Courses; Early Childhood Education	Ph.D.	12	4	8	x	

Ursula Ricketts	Early Childhood Education; Entrepreneurship	Ed.D.	25	1	26		x
Felicia Steagall	Entrepreneurship	Ed.D.	21	1	20		x
Lee Tincher	Core Courses; Entrepreneurship	Ph.D.	31	4	27	x	
Rosita Tormala-Nita	Entrepreneurship	Ph.D.	20	4	16	x	

**Supplementary Information on
Licensure, Certification, and Accreditation**

Institution: American College of Education
Degree Program: Bachelor of Arts in Professional Students with Concentrations in
a. Health Literacy and Informatics
b. Digital Age Communications
c. Early Childhood Education
d. Entrepreneurship

Locations: Online/Distance

State Licensure

Does a graduate of this program need to be licensed by the State to practice their profession in Indiana and if so, will this program prepare them for licensure?

If so, please identify

The specific license(s) needed:

The State agency issuing the license(s):

+++++

Professional Certification

What are the professional certifications that exist for graduates of similar program(s)?

Not Applicable

Will a graduate of this program be prepared to obtain national professional certification(s) in order to find employment, or to have substantially better prospects for employment, in a related job in Indiana?

If so, please identify

Each specific professional certification:

The national organization issuing each certification:

Please explain the rationale for choosing each professional certification:

Please identify the single course or a sequence of courses that lead to each professional certification:

+++++

Professional Industry Standards/Best Practices

Does the program curriculum incorporate professional industry standard(s) and/or best practice(s)?

Yes, it provides supports industry standards.

If so, please identify

The specific professional industry standard(s) and/or best practice(s):

- Health Literacy and Information Concentration. Supports the following: National Health Education Standards (NHES); National Health Council Standards (NHCS)

- Digital Age Communication Concentration. Supports the following: International Society for Technical Education (ISTE)
- Early Childhood Education Concentration. Supports the following: National Association for the Education of Young Children (NAEYC)
- Entrepreneurship Concentration. Supports the following: National Business Education Association Standards (NBEA); Council for Economic Education – National Content Standards for Entrepreneurship Education

The organization or agency, from which the professional industry standard(s) and/or best practice(s) emanate:

+++++

Program Accreditation

Does this program need specialized accreditation in order for a graduate to become licensed by the State or to earn a national professional certification, so graduates of this program can work in their profession or have substantially better prospects for employment?

Not applicable at this time

If so, please identify the specialized accrediting agency:

+++++

Transferability of Associate of Science Degrees

Since CHE/BPE policy reserves the Associate of Science designation for associate degrees whose credits apply toward meeting the requirements of a related baccalaureate degree, please answer the following questions:

Does a graduate of this A.S. degree program have the option to apply all or almost all of the credits to a related baccalaureate degree at your institution?

Not Applicable

If so, please list the baccalaureate degree(s):

+++++

Job Titles

List specific job titles and broad job categories that would be appropriate for a graduate of this program:

Public health educator, health agency educator, informaticist, digital library specialist, multimedia specialist, technical writer, entrepreneur, computer technologist, web designer, Internet service provider, financier, marketing and public relations specialist, professional developer, grant writer, educator in such settings as child development and child care, preschools, public and private schools, recreational centers, Head Start programs, and school programs serving children from infancy to age 5, journalist, public relations specialist, marketing specialist, consultant, regulatory affairs and compliance officer, information analyst, research associate, social media specialist, editor, copywriter.