

AGENDA

Board for Proprietary Education

BOARD MEETING

101 West Ohio St.
7th Floor Conference Room
Indianapolis, IN 46204

Tuesday, March 10, 2015

- I. CALL TO ORDER –10:00 a.m.**
- II. ROLL CALL OF MEMBERS AND DETERMINATION OF A QUORUM**
- III. CONSIDERATION OF THE MINUTES OF THE DECEMBER BOARD MEETING..... 1**
- IV. EXECUTIVE DIRECTOR’S REPORT**
- V. DECISION ITEMS**
 - A. Academic Degree Programs
 - 1. Franklin University of Ohio at Indianapolis: Two Baccalaureate Degree Programs at One Location 7
 - B.S. in Entrepreneurship 9
 - B.S. in Social Sciences 19
 - 2. Harrison College: Two Associate of Applied Science Degree Programs at One Location, and One Baccalaureate Degree Program at One Location 31
 - A.A.S. in Information Technology 33
 - A.A.S. in Web Application Development..... 45
 - B.S. in Information Technology Leadership 57
- VI. INFORMATION ITEM**
 - None.
- VII. OLD BUSINESS**
 - None.
- VIII. NEW BUSINESS**
 - None.

IX. ADJOURNMENT --12:30 p.m.

**STATE OF INDIANA
Board for Proprietary Education**

Minutes of Meeting

Tuesday, December 9, 2014

I. CALL TO ORDER

The Board for Proprietary Education met in regular session starting at 10:05 a.m. at 101 West Ohio Street, 7th Floor Conference Room, with Chairman Dr. Ken Sauer presiding.

II. ROLL CALL OF MEMBERS AND DETERMINATION OF A QUORUM

Members Present:

Eric Ogle, Joe Pearson, Kimberly Perkins, and Ken Sauer.

Dr. Sauer announced that Linda Woloshansky is no longer a member of the board. The board expressed their appreciation, commitment and for her service on the Board. The replacement should be announced soon.

Members Absent:

Ken Konesco

Members Present by Conference Call:

None

Guests Present:

Dr. Shawntel Landry, Dr. Lee Tincher, Bill Coit, Nicholas Moline, Robin Shapiro, John Carreon, Dr. Chandice Covington, Tony Smarrella, James Abraham, Wendy Kandel, Sharon Smith, Amy Marsh, Glenna Shelby and Connie Adelman.

It was determined that there was a quorum for the December 9, 2014 Board meeting.

III. CONSIDERATION OF THE MINUTES OF THE JULY BOARD MEETING

The Board for Proprietary Education approved the Minutes of the September 9, 2014 meeting.

Mr. Eric Ogle moved for acceptance and Mrs. Kimberly Perkins seconded the motion. The motion was unanimously approved.

IV. EXECUTIVE DIRECTOR'S REPORT

Dr. Sauer provided an update on Indiana Dabney University. The institution was officially closed on October 10, 2014. There were issues related to the Nursing program which was the institution's largest program. The State Board of Nursing closed the Nursing program prior to the closing on the institution. Due to the closing of the institution, Dr. Sauer and Mr. Miller had extensive conversations with a number of people; including the Attorney General and State Board of Nursing offices. BPE requested documentation and obtained some of the student's records and are expecting more correspondence to be received. To-date, BPE has received 343 student transcripts

which many of them were incomplete. Mr. Miller is reviewing these records and working with the State Board of Nursing to determine the status of the nursing students who were enrolled in the nursing program before the shutdown and closing of the institution. We are anticipating notification from State Board of Nursing after they conduct verification of the student transcripts to determine the next step for the students.

Dr. Sauer stated this action has been a learning experience for the Commission. In the future, BPE will take into consideration to stay in closer contact with the Indiana State Board of Nursing and other Professional Licensing divisions. In doing so, this will increase BPE awareness of how the students are graduating from the programs and scoring on the licensing exams.

Eric Ogle suggested contacting the Department of Education for the Licensing information. They have proprietary schools that are offering educational licensing exams. Dr. Sauer suggested that this topic would be placed on the BPE Planning Committee agenda for further discussion.

Dr. Sauer reported two proprietary institutions joined SARA. American College of Education and College of Court Reporting, the commission reviewed both applications with approval.

Dr. Sauer reported that the BPE Planning Committee met on November 24, 2014. The committee reviewed the detailed draft copy that will be submitted to the Attorney General's office for review. Ms. Glenna Shelby was present and Dr. Sauer asked for her comments. Ms. Shelby stated that she was impressed with all of the information gathered and thanked the Board for allowing her to participate. Ms. Shelby is waiting to hear back from her association members. Next Step, the board will meet by conference call in the future to finalize all comments and then submit the Rules to the Attorney General office.

V. TIME – SENSITIVE ACTION ITEMS

A. Academic Degree Programs

1. American College of Education: New Degree Requests

Representing American College of Education was: Dr. Shawntel Landry, Interim President and Provost and Dr. Lee Tincher, Academic Dean.

Mr. Ross Miller presented the staff report recommending that American College of Education be granted approval to offer one Bachelor of Arts and five Master of Education degree programs exclusively via distance education.

- *B.A. in Professional Studies*
- *M.Ed. in Advanced Studies*
- *M.Ed. in Early Childhood Education*
- *M.Ed. in Integrated Curriculum*
- *M.Ed. in Literacy*
- *M.Ed. in Teacher Leadership*

Mrs. Kimberly Perkins made the motion to approve the staff recommendation to grant approval to American College of Education to award the above mentioned programs. Mr. Eric Ogle seconded the motion. The motion was approved by Eric Ogle, Joe Pearson, Kimberly Perkins and Ken Sauer.

**2. DeVry University:
New Degree Requests**

Representing DeVry University was: Bill Coit, Indianapolis Campus Director.

Mr. Ross Miller presented the staff report recommending that DeVry University be granted approval to offer one Master of Science degree program.

- *M.S. in Finance*

Mr. Eric Ogle made the motion to table the request until the requested additional information is provided by the institution. The Board cited the need for additional instructor applications, and a lack of certification with current instructor qualifications. Dr. Sauer and Ross Miller will schedule a conference call with Bill Coit to discuss in further details of expectations. Ms. Kimberly Perkins seconded the motion. The motion was approved by Eric Ogle, Joe Pearson, Kim Perkins and Ken Sauer.

**3. ITT Technical Institute:
New Degree Request**

Representing ITT Technical Institute was: Robin Shapiro, Director of Regulatory Affairs and Nicholas Moline, Regulatory Affairs Manager.

Mr. Ross Miller presented the staff report recommending that ITT Technical Institute be granted approval to offer three Associate of Applied Science degree programs and one Bachelor of Science degree program.

- *A.A.S. in Computer and Electronic Systems Technology*
- *A.A.S. in Computer Systems Support and Administration*
- *A.A.S. in Drafting and Design Architectural and Civil*
- *B.S. in Construction Engineering Technology*

Mr. Joe Pearson made the motion to approve the staff recommendation to grant approval of ITT Technical Institute to award with stipulations the above mentioned degree programs. Each degree program was approved with the stipulation that detailed certification information (Supplementary Information on Licensure, Certification, and Accreditation) be completed and submitted to Board staff for review prior to the start date of each program. Additionally, the B.S. degree program in Construction Engineering Technology was approved with the stipulation that Instructor Qualification Records and documentation be submitted to the Board staff prior to the start date of the program. Mr. Eric Ogle seconded the motion. The motion was approved by Eric Ogle, Joe Pearson, Kimberly Perkins and Ken Sauer.

**4. Kaplan University:
New Degree Request**

Representing Kaplan University was: Tony Smarrella, Executive Director, John Carreon,

Vice President, State Affairs and Associate General Counsel and Dr. Chandice Covington, Dean and Vice President School of Health Sciences.

Mr. Ross Miller presented the staff report recommending that Kaplan University be granted approval to offer one Master of Science and one Doctoral degree program.

- *M.S. in Nursing*
- *Doctor of Nursing Practice*

Mrs. Kimberly Perkins made the motion to approve the staff recommendation to grant approval to Kaplan University to award the above mentioned programs. Mr. Joe Pearson seconded the motion. The motion was approved by Eric Ogle, Joe Pearson, Kimberly Perkins and Ken Sauer.

**5. National College:
New Degree Request**

Representing National College was: James Abraham, Campus Director.

Mr. Ross Miller presented the staff report recommending that National College be granted approval to offer one Bachelor of Science degree Program.

- *B.S. in Medical and Health Services Management*

Mr. Joe Pearson made the motion to approve the staff recommendation to grant approval to National College to award the degree program with the stipulation that Instructor Qualification Records and documentation be submitted to the Board staff prior to the start date of the program. Mrs. Kimberly Perkins seconded the motion. The motion was approved by Eric Ogle, Joe Pearson, Kimberly Perkins and Ken Sauer.

**6. Ross Medical Education Centers:
New Degree Request**

Representing Ross Medical Education Centers was: Wendy Kandel, Vice President of Compliance and Sharon Smith, Director of On-Ground Education.

Mr. Ross Miller presented the staff report recommending that Ross Medical Education Centers be granted approval to offer three Associate of Applied Science degree programs.

- *A.A.S. in Dental Assistant Specialist*
- *A.A.S. in Medical Assistant Specialist*
- *A.A.S. in Medical Insurance Billing and Office Administration*

Mr. Eric Ogle made the motion to approve the staff recommendation to grant approval to Ross Medical Education Centers to award the above mentioned programs with the stipulation that Ross Medical Education Center submit Instructor Qualification Records prior to the start date of the programs. Mrs. Kimberly Perkins seconded the motion. The motion was approved by Eric Ogle, Joe Pearson, Kimberly Perkins and Ken Sauer.

VI. INFORMATION ITEM

A. Calendar of Tentative Meeting Dates of the Board

Tuesday, March 10, 2015	10:00 am – 12:30 pm
Tuesday, June 9, 2015	10:00 am – 12:30 pm
Tuesday, September 8, 2015	10:00 am – 12:30 pm
Tuesday, December 8, 2015	10:00 am – 12:30 pm

VII. OLD BUSINESS - None

VIII. NEW BUSINESS - None

IX. ADJOURNMENT – approximately 11:57 a.m.

The next meeting of the Board will be on Tuesday, March 10, 2015 at 10:00 am – 12:30 pm.

Dr. Ken Sauer, Chairman

Date

This page intentionally left blank.

This page intentionally left blank.

BOARD FOR PROPRIETARY EDUCATION

Tuesday, March 10, 2015

DECISION ITEM A-1:

Franklin University of Ohio at Indianapolis: Two Baccalaureate Degree Programs Offered at One Location

Staff Recommendation

That the Board for Proprietary Education approve the Bachelor of Science (B.S) in Entrepreneurship, and B.S. in Social Sciences, in accordance with the background discussion in this agenda item and the Applications for Degree Approval.

Background

Institution Profile

Franklin University of Ohio at Indianapolis is regionally accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (HLC). HLC accredits Franklin University of Ohio in four states including Indiana. The National Center for Education Statistics (NCES) does not presently list enrollment data for Franklin University of Ohio at Indianapolis.

Degree Program Profiles

Bachelor of Science (B.S.) in Entrepreneurship at Indianapolis

This program consists of 124 semester credit hours, with 60% of the courses in the specialty. The faculty consists of five individuals, of whom three are full-time and two are part-time. Of the five individuals, three have Master's degree, and two have Ph.D.

Bachelor of Science (B.S.) in Social Sciences at Indianapolis

This program consists of 124 semester credit hours, with 60% of the courses in the specialty. The faculty consists of five individuals, of whom three are full-time and two are part-time. Of the five individuals, four have a Ph.D., and one has a Master's degree.

Supporting Documents

Degree Applications

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	<u>Franklin University</u>	
Name of Program	<u>Entrepreneurship</u>	
Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.)	<u>BS</u>	
Name of Person Preparing this Form	<u>Suzanne Smith</u>	
Telephone Number	<u>614-947-6160</u>	<u>Application Type</u>
Date the Form was Prepared (Revise date after any revision)	<u>November 17, 2014</u>	<u>Initial</u> or Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

Entrepreneurship is the process of developing and launching a new business enterprise, sourcing and organizing the required resources, and accepting both the risks and the rewards associated with the venture.

The Entrepreneurship major integrates key principles from management, marketing, finance, and accounting to provide students – who may already be successful business managers or owners – with a broad understanding of entrepreneurship. The program focuses on the development and refinement of key entrepreneurial skills necessary for the effective creation, development and growth of small- to large-scale businesses. Students will acquire a fundamental understanding of business planning, company valuation, information technology, and consulting as they relate to new ventures, small enterprises and family businesses.

The Entrepreneurship program focuses on the creation of social and economic value by developing core capabilities of idea generation, opportunity recognition, resource acquisition, and entrepreneurial management.

Graduates of the Entrepreneurship program will be able to:

1. Analyze the essential functions necessary to launch and manage a successful microbusiness organization.
2. Analyze and lead the key initiatives necessary to effectively market and sell a business's products and services.
3. Master state-of-the-art theories and concepts essential for leading general operations in a microbusiness.
4. Evaluate the appropriate methods for fund generation and distribution for an entrepreneurial business.

5. Develop a fully-integrated business development plan for a new entrepreneurial venture.

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.

Name of Program: _____ Entrepreneurship

Total Course Hours: 124 Check one: Quarter Hours _____
 Semester Hours X
 Clock Hours _____

Tuition : \$464/credit hour Length of Program: Varies

<u>SPECIALTY COURSES:</u>		
<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
	University Electives: Any courses offered by the University except developmental education courses	6
	Technical Credit: 24 credit hours in an approved related discipline from transfer credit	24
ACCT 215	Financial Accounting	4
ACCT 225	Managerial Accounting	4
BSAD 220	Business Law	4
ECON 210	Introduction to Microeconomics	4
FINA 301	Principles of Finance	4
MGMT 312	Principles of Management	4
MKTG 300	Marketing	4
ENTR 395	Foundations of Entrepreneurship	4
ENTR 400	Commercialization of Entrepreneurship Products & Services	4
ENTR 420	Managing Micro Business & Generating Funding	4
ENTR 495	Entrepreneurship Capstone	4

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
	Minimum of three semester hours of English Composition (if the course does not have a research paper component, WRIT 130 Research Paper, two semester credits, is also required)	3
	Minimum of three semester hours of Mathematics (at least one mathematics or statistics course beyond the level of intermediate algebra) Select from the following:	3
MATH 160	College Algebra	
MATH 180	Applied Calculus	
MATH 210	Finite Mathematics	
MATH 220	Business Calculus	
MATH 215	Statistical Concepts	
	Minimum of six semester hours of Sciences (two science courses, with one having a laboratory component) Choose from the Science discipline.	6
	Minimum of six semester hours of Social and Behavioral Sciences (which must be in at least two different disciplines) Choose from the Anthropology, Economics, Psychology, and Sociology disciplines, or American Government in Action (PUAD 295).	6
	Minimum of six semester hours of Arts and Humanities Choose from the Humanities discipline	6

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
	General Education Electives	6
COMP 106	Introduction to Spreadsheets	1
COMP 108	Introduction to Databases	1
HUMN 305	Global Issues	4
ECON 220	Introduction to Macroeconomics	4
PF 321	Learning Strategies	2
WRIT 320	Business & Professional Writing	4
	Choose one of the following:	4
SPCH 100	Speech Communication	
COMM 150	Interpersonal Communication	

Number of Credit/Clock Hrs. in Specialty Courses: 74 / 124 Percentage: 60

Number of Credit/Clock Hrs. in General Courses: 50 / 124 Percentage: 40

If applicable:

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

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:

A selection of reference library materials is located at Franklin University's Indianapolis location in Room 01 (Learning Resource Center) of the Lake Point Center 5 facility, 8415 Allison Pointe Blvd, Indianapolis, IN 46250. The hours for this facility are: Monday – Thursday 9am-6pm*; Friday 9am-5pm (Eastern Standard Time). **The Learning Resource Center is open until 9pm on nights that classes are in session.*

If students at Franklin University's Indianapolis location require research assistance, they are directed to the Franklin University Nationwide Library, available online at <http://library.franklin.edu>, and located on the Main Campus in Phillips Hall, 303 South Grant Avenue, Columbus, Ohio 43215. The hours of operation are Monday – Thursday 8am-10pm; Friday 8am-5pm; Saturday 8am-4pm; Sunday 1pm-5pm (Eastern Standard Time).

Franklin University's Nationwide Library is fully equipped to assist both face-to-face and online students through the resources and services it provides. A staff of eight full-time, MLIS-credentialed librarians are available in person, over-the-phone, and online via instant message chat and email to help students wherever they reside.

2. Number of volumes of professional material:

The Learning Resources Center at Franklin University's Indianapolis location contains a print collection that supports the academic programs offered at that location. The Learning Resources Center currently holds 148 volumes in print, which comprise reference and ready reference materials. The collection will grow as necessary with the addition of new programs at the Indianapolis campus; the Franklin University Nationwide Library makes a concerted effort to purchase most books and periodicals in electronic format to support its large number of online students who use library services remotely. The Library has a vast collection of electronic books, journals, and databases, which are accessible both on- and off-campus by all Franklin University students, 24 hours a day, 7 days a week.

To support its philosophy of meeting the information needs of the students it serves, Franklin University Nationwide Library holds membership in strategic library resource consortiums to provide a greater selection of electronic resources to all students, regardless of their location. The Library's membership in two Ohio-based consortiums, OhioLINK and OhioNET, gives it leverage to afford subscriptions to a large variety of electronic databases, which include electronic journals, books (i.e. ebooks), digital film, images and multimedia content. These electronic resources are available to Franklin University's Indianapolis students as well, through their myFranklin username and password.

Through Franklin University Library's OhioLINK consortium membership alone, the following amounts of resources are available remotely to all currently enrolled Franklin students:

- 150 electronic research databases
- 18,124 electronic journals
- Millions of electronic articles
- 62,000 electronic books (ebooks)
- Thousands of digital images, videos and sounds
- 26,000 theses and dissertations

In addition to consortium-sourced databases, the Library subscribes to many standalone (i.e., non-consortium) databases as well. All electronic resources are purchased to support the curriculum of Franklin University. For example, in support of the University's Business Administration degree programs, the Library subscribes to subject-specific databases like Standard and Poor's, Morningstar, and Business and Company Resource Center, among many others, to provide students with access to financial material and business periodicals not freely available online.

The General Education courses are also supported by electronic journal article databases such as Global Issues in Context and Academic Search Complete, as well as electronic book databases like ebrary, ACLS Humanities, and netLibrary. These resources are easily accessible with a student's myFranklin username and password, whether they are on campus or a distance learner. A full list of the University's electronic databases can be found on the library website at <http://library.franklin.edu/find-it/databases>.

3. Number of professional periodicals subscribed to:

Franklin University's Nationwide Library provides access to over 150 electronic research databases containing over 18,000 journal and magazine titles, representing millions of full-text articles. There are over 12.5 million full-text scholarly articles available in the Electronic Journal Center database alone. The Learning Resources Center relies on these electronic journal subscriptions to assist Indianapolis students with the periodical resources they need for research and assignments.

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

IUPUI: Indiana University – Purdue University Indianapolis

<http://www.ulib.iupui.edu>

Borrower card information: <http://www.ulib.iupui.edu/libinfo/borrowerscard>

- Residents of the State of Indiana over the age of 16 can get an IUPUI University Library Borrower's Card
- Collection includes print periodicals and government documents

The Indianapolis Public Library

<http://www.imcpl.org>

Library card information: <http://www.imcpl.org/using/card/>

- IMCPL's research page has a link for College Help – live help for college-based curriculum

State Library of Indiana

<http://www.in.gov/library>

Library card information: <http://www.in.gov/library/2451.htm>

- Any citizen of the State of Indiana is eligible to obtain a State Library card.
- Collection includes electronic databases and talking books.

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:	*	Full-time:	3	Part-time:	*
---	---	-------------------	---	-------------------	---

*Please note that the faculty listed below include lead faculty for the program as well as a sample of the current adjunct faculty team for this program.

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names (Alphabetical Order)	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
Boyd, T.	PhD	31	18	0	X	
Harris, R.	MS	26	2	12		X
Jones, T.	MS; MBA	18	10	0		X
Ramsey, R. B.	MBA	12	18	2	X	
Soumbatiants, S.	PhD	4	7	5	X	

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

Institution: Franklin University
Degree Program: Bachelor of Science (B.S.) Entrepreneurship
Locations: Columbus, Ohio; Indianapolis, Indiana

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?

N/A

If so, please identify
The specific license(s) needed:
The State agency issuing the license(s):

Licensure is not required for graduates of the Bachelor of Science –Entrepreneurship program.

+++++

Professional Certification

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

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?

N/A. Graduates of the Bachelor of Science (B.S.) Entrepreneurship program will not need national professional certification(s) in order to find employment, or to have substantially better prospects for employment.

+++++

Professional Industry Standards/Best Practices

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

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

The curriculum of all Franklin University undergraduate and graduate programs is created and maintained by a dynamic group that includes: doctorally-qualified full-time faculty, many of whom are program and department chairs; adjunct faculty – who are typically practicing professionals in the diverse fields of business, health, public administration, science and technology, and bring real-world knowledge and theory-to-practice expertise into the classroom; and program advisory boards who provide essential guidance on industry trends, innovations and best practices.

Many faculty members – those from Accounting, Business Administration, Financial Planning, Health Information Management, Human Resources Management, Nursing, for example – are engaged with professional and specialized accreditation bodies, who dictate standards and educational outcomes for program curricula.

+++++

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?

If so, please identify the specialized accrediting agency:

N/A

+++++

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?

N/A

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:

Specific job titles include positions such as: Small Business Owner, Operations Manager, and Management Analyst. Broad job categories include areas such as: commercialization and marketing, management and operations, and leadership and business strategy.

This page intentionally left blank.

This page intentionally left blank.

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	<u>Franklin University</u>
Name of Program	<u>Social Sciences</u>
Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.)	<u>BS</u>
Name of Person Preparing this Form	<u>Suzanne Smith</u>
Telephone Number	<u>614-947-6160</u> <u>Application Type</u>
Date the Form was Prepared (Revise date after any revision)	<u>November 17, 2014</u> <u>Initial</u> or Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Social Sciences are a group of academic disciplines that focus on understanding and examining the structure, theoretical basis, evolution, and the interrelationships of societal institutions and organizations and how they influence and are influenced by human behavior. Franklin University's Social Sciences major is designed as a multidisciplinary approach that specifically provides students with a comprehensive and research-based perspective for understanding human behavior, social interactions, and social dynamics while grounding them in fundamental core competencies employers are looking for in employees: effective communication, interpersonal teamwork, critical thinking, creative thinking, and problem solving.

For this major, students have the flexibility to select any number of specialization areas or disciplines (but at least two) from existing university options (i.e., anthropology, criminal justice, economics, psychology, or sociology) or can transfer in courses derived from other Social Science disciplines (e.g., archaeology, anthropology, geography, history, international relations, political science, and other human behavior-based areas) into a customized program of study. By combining such disciplines, students have the opportunity to develop unique critical thinking and problem solving skills within the vast context of social and behavioral human development derived from both major area required and elective courses.

As a result of such a customizable curriculum, graduates are able to enter the workforce via a variety of pathways including business, for- and not-for-profit organizations, government, and public and human services. In addition, an undergraduate program in Social Sciences opens up a number of graduate school opportunities not only in Social Science disciplines but also medicine, law, education, and other professional programs.

Graduates of the Social Sciences program will be able to:

1. Communicate effectively
2. Apply logical thinking and critical analysis

3. Apply fundamental concepts, theories, and research methodologies of the social and behavioral sciences into personal, social, and professional contexts
4. Apply problem solving strategies to the behavior of individuals and small groups
5. Analyze and evaluate different sociocultural contexts as they influence human behavior individually and collectively
6. Analyze and evaluate historical and contemporary social science issues
7. Find, interpret, analyze, and evaluate the results of social science research

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.

Name of Program: _____ Social Sciences _____

Total Course Hours: 124 _____ Check one: Quarter Hours _____
 Semester Hours X _____
 Clock Hours _____

Tuition : \$464/credit hour Length of Program: Varies _____

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
	University Electives: Any courses offered by the University except developmental education courses	18
COMM 335	Communication in Groups and Teams	4
SOCL 335	Applied Research Methods	4
HUMN 345	Philosophy of Science	4
IDST 301	Creative Thinking	4
SOSC 495	Social Sciences Capstone	4
	Choose one of the following two courses:	4
WRIT 220	Researching & Writing for Academic & Professional Audiences	
WRIT 320	Business & Professional Writing	
	Major Area Electives (32 hours): Courses selected must be from at least two social and behavioral science disciplines. Courses available at Franklin University:	32

	Anthropology:
ANTH 215	Cultural Anthropology
ANTH 480	Special Topics in Anthropology
	Psychology
PSYC 204	Principles of Motivation
PSYC 310	The Psychology of Personal Development
PSYC 315	Applied Psychology: Theory to Practice
PSYC 325	Coaching in Organizations
PSYC 420	Assessment & Intervention in Organizations
PSYC 480	Special Topics in Psychology
	Economics:
ECON 210	Introduction to Microeconomics
ECON 220	Introduction to Macroeconomics
ECON 321	Intermediate Microeconomics
ECON 322	Intermediate Macroeconomics
ECON 420	Forecasting
ECON 450	History of Economic Thought
ECON 480	Special Topics in Economics
	Criminal Justice:
CJAD 210	Introduction to Criminal Justice Administration
CJAD 240	Introduction to Criminology
CJAD 310	Courts & Criminal Procedure
CJAD 315	Policing in America
CJAD 320	Corrections in America
CJAD 330	Juvenile Justice & Delinquency
CJAD 415	Contemporary Policing Strategies & Issues
CJAD 425	Probation & Parole
CJAD 430	Juvenile Corrections
CJAD 440	Sociology of Deviant Behavior

CJAD 450	Criminal Justice Management & Administration
CJAD 455	Ethics in the Criminal Justice System
CJAD 480	Special Topics in Criminal Justice
	Sociology:
SOCL 310	Diversity in the Workplace
SOCL 345	Sociology of Work & Organizations
SOCL 400	Social Justice
SOCL 480	Special Topics in Sociology
	* Other social science disciplines not listed above may be accepted for transfer. Inquiries should be directed to the Social Sciences program chair.

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
	Minimum of three semester hours of English Composition (if the course does not have a research paper component, WRIT 130 Research Paper, two semester credits, is also required)	3
	Minimum of three semester hours of Mathematics (at least one mathematics or statistics course beyond the level of intermediate algebra) Select from the following:	3
MATH 160	College Algebra	
MATH 180	Applied Calculus	
MATH 210	Finite Mathematics	
MATH 220	Business Calculus	
MATH 215	Statistical Concepts	
	Minimum of six semester hours of Sciences (two science courses, with one having a laboratory component) Choose from the Science discipline.	6

Minimum of six semester hours of Social and Behavioral Sciences (which must be in at least two different disciplines) Choose from the Anthropology, Economics, Psychology, and Sociology disciplines, or American Government in Action (PUAD 295).	6
Minimum of six semester hours of Arts and Humanities Choose from the Humanities discipline	6

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
	General Education Electives	3
COMP 106	Introduction to Spreadsheets	1
HUMN 305	Global Issues	4
MATH 215	Statistical Concepts	4
PF 321	Learning Strategies	2
HUMN 210	Introduction to Logic & Critical Thinking Skills	2
HUMN 211	Introduction to Ethical Analysis & Reasoning	2
	Choose one of the following:	4
SPCH 100	Speech Communication	
COMM 150	Interpersonal Communication	
	Choose one of the following:	4
PSYC 110	General Psychology	
SOCL 110	Introduction to Sociology	

ANTH 215	Introduction to Anthropology
CJAD 210	Introduction to Criminal Justice Administration
ECON 210	Introduction to Microeconomics
ECON 220	Introduction to Macroeconomics
PUAD 295	American Government in Action

Number of Credit/Clock Hrs. in Specialty Courses: 74 / 124 Percentage: 60

Number of Credit/Clock Hrs. in General Courses: 50 / 124 Percentage: 40

If applicable:

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

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:

A selection of reference library materials is located at Franklin University’s Indianapolis location in Room 01 (Learning Resource Center) of the Lake Point Center 5 facility, 8415 Allison Pointe Blvd, Indianapolis, IN 46250. The hours for this facility are: Monday – Thursday 9am-6pm*; Friday 9am-5pm (Eastern Standard Time). **The Learning Resource Center is open until 9pm on nights that classes are in session.*

If students at Franklin University’s Indianapolis location require research assistance, they are directed to the Franklin University Nationwide Library, available online at <http://library.franklin.edu>, and located on the Main Campus in Phillips Hall, 303 South Grant Avenue, Columbus, Ohio 43215. The hours of operation are Monday – Thursday 8am-10pm; Friday 8am-5pm; Saturday 8am-4pm; Sunday 1pm-5pm (Eastern Standard Time).

Franklin University’s Nationwide Library is fully equipped to assist both face-to-face and online students through the resources and services it provides. A staff of eight full-time, MLIS-credentialed librarians are available in person, over-the-phone, and online via instant message chat and email to help students wherever they reside.

2. Number of volumes of professional material:

The Learning Resources Center at Franklin University's Indianapolis location contains a print collection that supports the academic programs offered at that location. The Learning Resources Center currently holds 148 volumes in print, which comprise reference and ready reference materials. The collection will grow as necessary with the addition of new programs at the Indianapolis campus; the Franklin University Nationwide Library makes a concerted effort to purchase most books and periodicals in electronic format to support its large number of online students who use library services remotely. The Library has a vast collection of electronic books, journals, and databases, which are accessible both on- and off-campus by all Franklin University students, 24 hours a day, 7 days a week.

To support its philosophy of meeting the information needs of the students it serves, Franklin University Nationwide Library holds membership in strategic library resource consortiums to provide a greater selection of electronic resources to all students, regardless of their location. The Library's membership in two Ohio-based consortiums, OhioLINK and OhioNET, gives it leverage to afford subscriptions to a large variety of electronic databases, which include electronic journals, books (i.e. ebooks), digital film, images and multimedia content. These electronic resources are available to Franklin University's Indianapolis students as well, through their myFranklin username and password.

Through Franklin University Library's OhioLINK consortium membership alone, the following amounts of resources are available remotely to all currently enrolled Franklin students:

- 150 electronic research databases
- 18,124 electronic journals
- Millions of electronic articles
- 62,000 electronic books (ebooks)
- Thousands of digital images, videos and sounds
- 26,000 theses and dissertations

In addition to consortium-sourced databases, the Library subscribes to many standalone (i.e., non-consortium) databases as well. All electronic resources are purchased to support the curriculum of Franklin University. For example, in support of the University's Business Administration degree programs, the Library subscribes to subject-specific databases like Standard and Poor's, Morningstar, and Business and Company Resource Center, among many others, to provide students with access to financial material and business periodicals not freely available online.

The General Education courses are also supported by electronic journal article databases such as Global Issues in Context and Academic Search Complete, as well as electronic book databases like ebrary, ACLS Humanities, and netLibrary. These resources are easily accessible with a student's myFranklin username and password, whether they are on campus or a distance learner. A full list of the University's electronic databases can be found on the library website at <http://library.franklin.edu/find-it/databases>.

3. Number of professional periodicals subscribed to:

Franklin University's Nationwide Library provides access to over 150 electronic research databases containing over 18,000 journal and magazine titles, representing millions of full-text articles. There are over 12.5 million full-text scholarly articles available in the Electronic

Journal Center database alone. The Learning Resources Center relies on these electronic journal subscriptions to assist Indianapolis students with the periodical resources they need for research and assignments.

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

IUPUI: Indiana University – Purdue University Indianapolis

<http://www.ulib.iupui.edu>

Borrower card information: <http://www.ulib.iupui.edu/libinfo/borrowerscard>

- Residents of the State of Indiana over the age of 16 can get an IUPUI University Library Borrower's Card
- Collection includes print periodicals and government documents

The Indianapolis Public Library

<http://www.imcpl.org>

Library card information: <http://www.imcpl.org/using/card/>

- IMCPL's research page has a link for College Help – live help for college-based curriculum

State Library of Indiana

<http://www.in.gov/library>

Library card information: <http://www.in.gov/library/2451.htm>

- Any citizen of the State of Indiana is eligible to obtain a State Library card.
- Collection includes electronic databases and talking books.

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:	*	Full-time:	3	Part-time:	*
*Please note that the faculty listed below include lead faculty for the program as well as a sample of the current adjunct faculty team for this program.					
Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)					

List Faculty Names (Alphabetical Order)	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
Brent, J.	PhD	22	24	9	X	
Heckman, A.	PhD	6	4	8	X	
Roberts, A.	PhD	4	5	13		X
Schottenstein, H.	Master of International Management	34	13	2		X
Waller, S.	PhD	6	18	25	X	

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

Institution: Franklin University
Degree Program: Bachelor of Science (B.S.) Social Sciences
Locations: Columbus, Ohio; Indianapolis, Indiana

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?

N/A

If so, please identify
The specific license(s) needed:
The State agency issuing the license(s):

Licensure is not required for graduates of the Bachelor of Science –Social Sciences program.

+++++

Professional Certification

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

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?

N/A. Graduates of the Bachelor of Science (B.S.) Social Sciences program will not need national professional certification(s) in order to find employment, or to have substantially better prospects for employment.

+++++

Professional Industry Standards/Best Practices

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

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

The curriculum of all Franklin University undergraduate and graduate programs is created and maintained by a dynamic group that includes: doctorally-qualified full-time faculty, many of whom are program and department chairs; adjunct faculty – who are typically practicing professionals in the diverse fields of business, health, public administration, science and technology, and bring real-world knowledge and theory-to-practice expertise into the classroom; and program advisory boards who provide essential guidance on industry trends, innovations and best practices.

Many faculty members – those from Accounting, Business Administration, Financial Planning, Health Information Management, Human Resources Management, Nursing, for example – are engaged with professional and specialized accreditation bodies, who dictate standards and educational outcomes for program curricula.

+++++

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?

N/A

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?

N/A

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:

The Bachelor of Science – Social Sciences program allows students to customize their own major to accomplish their career goals. This approach enables students to build a unique combination of skill sets, including communication, critical thinking, and problem solving competencies, in order to apply research and theory to understand a variety of societal issues. Specific job titles include positions such as: Social Scientist, Researcher, Advisor, and Consultant. Broad job categories include areas such as: market research, business management, social sciences, and consulting.

This page intentionally left blank.

This page intentionally left blank.

BOARD FOR PROPRIETARY EDUCATION

Tuesday, March 10, 2015

DECISION ITEM A-2:

Harrison College: Two Associate of Applied Science Degree Programs at One Location, and One Baccalaureate Degree Program at One Location

Staff Recommendation

That the Board for Proprietary Education approve the Associate of Applied Science (A.A.S.) in Information Technology, A.A.S. in Web Application Development, and Bachelor of Science (B.S.) in Information Technology Leadership in accordance with the background discussion in this agenda item and the Applications for Degree Approval.

Background

Institution Profile

Harrison College is nationally accredited by the Accrediting Council for Independent Colleges and Schools (ACICS). The institution has 10 campuses in Indiana: Anderson, Columbus, Elkhart, Evansville, Fort Wayne, Indianapolis, Indianapolis East, Lafayette, Northwest, and Terre Haute. The National Center for Education Statistics (NCES) lists a total enrollment of 3,726 students in the fall of 2013 at the Indianapolis campus. NCES lists student enrollment data as 0 for the 9 other Harrison College campuses in Indiana.

Degree Program Profiles

Associate of Applied Science (A.A.S) in Information Technology at Indianapolis Northwest

This program consists of 90 quarter credit hours, with 76% of the courses in the specialty. The faculty consists of three individuals, of whom one is full-time and two are part-time. Of the three individuals, each has a Master's degree.

Associate of Applied Science (A.A.S) in Web Application Development at Indianapolis Northwest

This program consists of 90 quarter credit hours, with 76% of the courses in the specialty. The faculty consists of two individuals, of whom each is part-time. Of the two individuals, each has a Master's degree.

*Bachelor of Science (B.S.) in
Information Technology Leadership at
Indianapolis Northwest*

This program consists of 180 quarter credit hours, with 62% of the courses in the specialty. The faculty consists of three individuals, of whom one is full-time and two are part-time. Of the three individuals, each has a Master's degree.

Supporting Documents

Degree Applications

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 Harrison College—Indianapolis Northwest and Online

Name of Program Information Technology

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

Name of Person Preparing this Form Ashly Stage

Telephone Number 317-447-6221 Application Type

Date the Form was Prepared 3/3/2015 Initial or Renewal
(Revise date after any revision)

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

This degree seeks to provide a foundation in both the business and technology skills that are common in modern office settings. It combines basic business concepts, interpersonal communication, customer service skills, and standard applications instruction with technical skills in the area of hardware fundamentals, networking fundamentals, and operating systems. This curriculum helps provide students with the skills necessary to start their careers as professionals in the information technology industry.

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.

Name of Program: _____ Information Technology

Total Course Hours: 90 Check one: Quarter Hours X
 _____ Semester Hours _____
 _____ Clock Hours _____

Tuition : \$36,000 Length of Program: 24 Months

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
CPU1000	Computer and Office Automation	4
ITS1000	Introduction to Technical Computer Concepts	4
ITS1500	Computer Systems & Emerging Technologies I	4
ITS1505	Computer Systems & Emerging Technologies II	4
ITS1550	Computer Network Infrastructure	4
ITS1560	Computer Network Infrastructure II	4
ITS1650	Help Desk Procedures	4
ITS1660	Customer Service Skills for IT Technicians	4
ITS1680	CompTIA IT Fundamentals Certification	4
ITS2000	Windows Administration	4
ITS2010	Windows Enterprise Desktop Support	4
ITS2300	Strategies and Ethics for the IT Professional	4
ELECTIVE	Professional Elective/Concentration I	4
ELECTIVE	Professional Elective/Concentration II	4
ELECTIVE	Professional Elective/Concentration III	4
ELECTIVE	Professional Elective/Concentration IV	4
ELECTIVE	Professional Elective/Concentration V	4

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
COM1050	Composition I	4
MAT1500	Introductory Algebra	4
PSY1060 OR	Psychology	
SOC1050	Sociology	4
SPC1010	Presentation Skills	4

FOUNDATION COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
CD2600	Career Development	2
PSY1050	Strategies for Success	4

Number of Credit/Clock Hrs. in Specialty Courses: 68 / 90 Percentage: 76%

Number of Credit/Clock Hrs. in General Courses: 22 / 90 Percentage: 24%

If applicable:

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

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:

NORTHWEST

Location: Ground floor of the Indianapolis Northwest campus facing the main front desk. All Harrison College students can also retrieve library resources and services from the Harrison website from any Internet-connected device. The Harrison Library website is: www.harrison.edu/library. This site includes links to a catalog that contains over 20,000 full-text eBooks, as well as citations for traditional print materials located at any of Harrison's campuses and institutions world-wide.

Hours: Monday through Thursday 7AM-9PM, Friday 8AM-4PM
In addition, a LIVE online chat reference service is available during normal hours as well as Saturday 9AM-1PM and Sunday 5PM-9PM.

Staff: One professional full-time librarian as well as access to over fifteen full time professional librarians around the state of Indiana and the region who participate in the aforementioned live chat reference.

2. Number of volumes of professional material:

There are currently over 500 print volumes in the NW Campus location. Students also have access to items collected at 13 other Harrison College campus libraries, as well as over 20,000 eBook titles, and additional resources through our Interlibrary Loan service from other institutions.

3. Number of professional periodicals subscribed to:

Currently, there are 15 professional subscriptions available in the library along with thousands of periodicals available electronically through various database providers including: EBSCO, ProQuest, LexisNexis, and Gale.

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

The Pike Branch of the Indianapolis Marion County Public Library is located 3.9 miles from the NW Campus. There are 20 other branches of IMCPL as well as the Main Branch located downtown Indianapolis. This system also has an online catalog and databases available to cardholders.

The Hussey-Mayfield Public Library in Zionsville is located 2.5 miles away, just north of the NW campus.

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

INDIANAPOLIS DOWNTOWN/ONLINE

Location: The library (called the Learning Resource Center) is located on the campus at: 550 East Washington Street, Indianapolis, Indiana. All Harrison College students can also retrieve library resources and services from the LRC website accessible at all times from any web-connected computer. The LRC website at www.harrison.edu/LRC features links to a materials catalog and the online resources.

Hours : The library is fully staffed Monday - Wednesday 8:30 AM – 8:30 PM, 8:30 AM – 6:30 PM Thursday and Friday 8:00 AM – 4:00 PM. In addition, live online librarian staffed chat reference is available during normal business hours, plus Saturday from 9:00 AM – 1:00 PM and Sunday evenings, 5:00 PM – 9:00 PM.

Staff: One full-time librarian is available in the LRC with the assistance of one graduate student intern at 10-20 hours per week to cover extended evening hours. Students are also served by over 15 full time professional librarians from other Harrison College campuses around the state who participate cooperatively in live chat and email reference, resource and collection development, and delivering instructional presentations.

2. Number of volumes of professional material:

The physical collection represents over 3600 titles, picked specifically to support the program areas offered locally. This collection includes both circulating and reference materials. In addition, the library offers direct access to over 45,000 ebooks.

3. Number of professional periodicals subscribed to:

The campus provides access to over 30,621 electronic journal titles from a number of vendors, in addition to subscribing to 33 print journals chosen to support the various program areas, to meet the general education requirements of this campus, and to promote life-long learning.

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

The Indianapolis Marion County Public Library Central Library is approximately 1.3 miles from the campus. There are 22 branches of the Indianapolis Marion County Public Library located throughout the city and county as well as an online catalog and databases available to card holders.

The Indiana University Purdue University Indianapolis (IUPUI) University Library is located 1.8 miles from the campus. As a state supported institution their library collections are available to all Indiana residents.

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

Institution: **Harrison College**
Degree Program: **Information Technology AAS**
Locations: **Indianapolis Northwest & Online**

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?

Graduates of this program do not need to be licensed by the State to practice their profession in Indiana.

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)?

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?

Graduates of this program do not need national professional certification in order to obtain employment in the field.

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?

Even though professional certification is not required for employment in the field, there are national recognized professional certifications available.

- ITS 1660, ITS1500 & 1505, and ITS1550 & 1560— CompTIA IT Fundamentals, A+, and Network+ certifications
CompTIA is the leading provider of vendor-neutral IT certifications in the world. Thousands of companies depend on CompTIA standards to provide a reliable predictor of employee success.
- ITS2010 & ITS2000— Microsoft Windows Enterprise Desktop & Windows Server certifications

Professional Industry Standards/Best Practices

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

If so, please identify

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

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

Any course within this program that includes networking concepts (ITS1500, ITS1505, ITS1550, ITS1560, and all ITS Professional Electives) are based on the Institute of Electrical and Electronics Engineers (IEEE) 802.x technology standards. All ITS courses, except ITS2300, also utilize aspects of the Information Technology Infrastructure Library (ITIL) which is a set of practices that align IT services with the needs of business. ITIL describes processes, procedures, tasks, and checklists that are not specific to any one organization, but can be applied by any organization needing to maintain a minimum level of competency. ITS2300 class is based on the Association of Information Technology Professional’s Code of Ethics and Standards of Conduct.

+++++

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?

The state of Indiana does not require specialized licensure or certification to work in the Information Technology field, therefore specialized accreditation for the Information Technology program is not required.

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 to this program.

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:

- Help Desk Technician
- Desktop Support Analyst
- Network Support Analyst
- Network Administrator

This page intentionally left blank.

This page intentionally left blank.

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 Harrison College—Indianapolis Northwest and Online

Name of Program Web Application Development

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

Name of Person Preparing this Form Ashly Stage

Telephone Number 317-447-6221 Application Type

Date the Form was Prepared 3/3/2015 Initial or Renewal
(Revise date after any revision)

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Web Application Development program teaches students how to execute responsibilities related to designing, creating, and maintaining web sites and web applications. Through classroom theory and project-based modeling, students learn how to plan, design, and author, with appropriate coding tools, web applications and web sites from the most basic to the media enriched projects enjoyed by people every day. This program is designed to allow graduates to start careers in a multitude of entry-level web design and web development positions. These would include such positions as web applications developer, web designer, app developer, web/software developer, and website developer.

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.

Name of Program: _____ Web Application Development

Total Course Hours: 90 Check one: Quarter Hours X
 _____ Semester Hours _____
 _____ Clock Hours _____

Tuition : \$36,000 Length of Program: 24 Months

SPECIALTY COURSES:

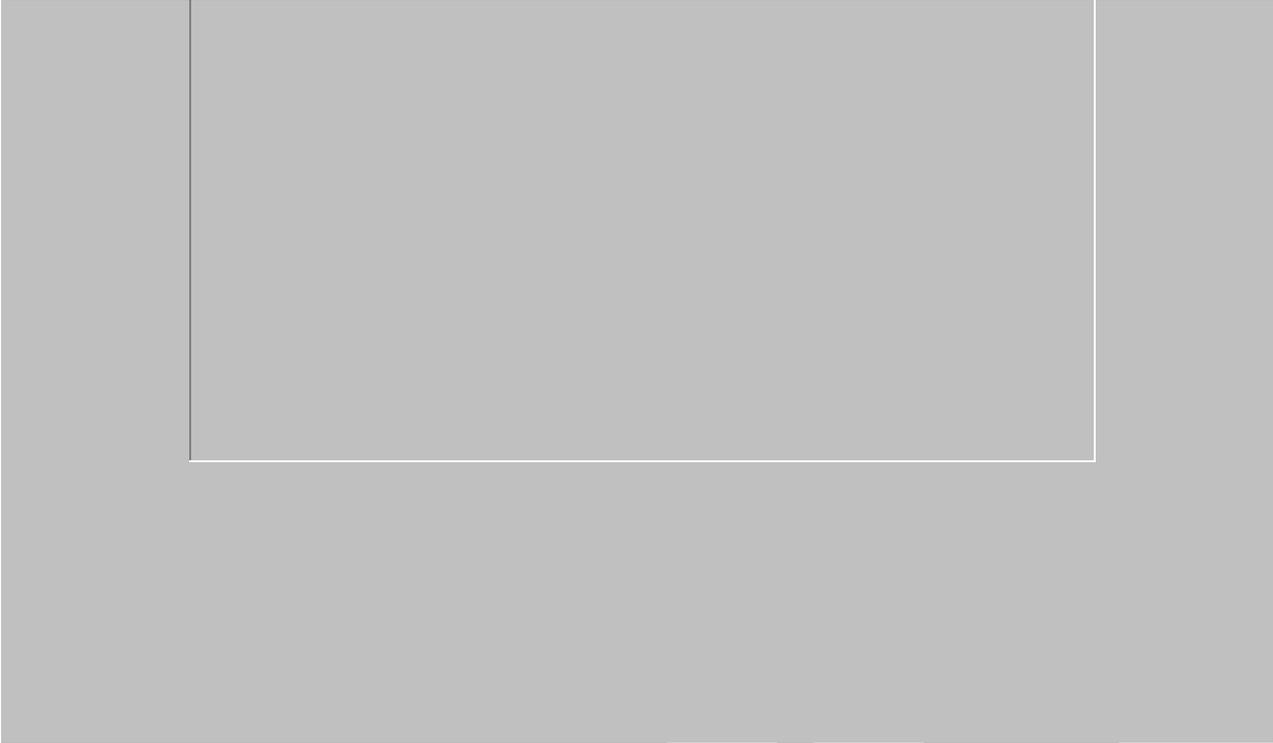
<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
BUS1000	Principles of Business	4
CPU1000	Computer and Office Automation	4
ITS1000	Introduction to Technical Computer Concepts	4
ITS1665	Client-Developer Relationship	4
ITS2300	Strategies and Ethics for the IT Professional	4
ITS2405	Web Technologies	4
ITS2410	Introduction to Programming w/Python	4
ITS2415	JavaScript Principles	4
ITS2420	PhP/MySQL Programming I	4
ITS2425	Java Programming I	4
ITS2430	Ruby-on-Rails Essentials	4
ITS2435	ASP.Net Basics	4
ITS2440	Java Programming II	4
ITS2445	Advanced Ruby-on-Rails	4
ITS2450	PhP/MySQL Programming II	4
ITS2490	Web Development Capstone	4
ELECTIVE	Professional Elective I	4

FOUNDATION COURSES

CD2600	Career Development	2
PSY1050	Strategies for Success	4

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
COM1050	Composition I	4
MAT1500	Introductory Algebra	4
PSY1060 OR	Psychology	
SOC1050	Sociology	4
SPC1010	Presentation Skills	4



Number of Credit/Clock Hrs. in Specialty Courses: 68 / 90 Percentage: 76%

Number of Credit/Clock Hrs. in General Courses: 22 / 90 Percentage: 24%

If applicable:

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

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:

NORTHWEST

Location: Ground floor of the Indianapolis Northwest campus facing the main front desk. All Harrison College students can also retrieve library resources and services from the Harrison website from any Internet-connected device. The Harrison Library website is: www.harrison.edu/library. This site includes links to a catalog that contains over 20,000 full-text eBooks, as well as citations for traditional print materials located at any of Harrison's campuses and institutions world-wide.

Hours: Monday through Thursday 7AM-9PM, Friday 8AM-4PM
In addition, a LIVE online chat reference service is available during normal hours as well as Saturday 9AM-1PM and Sunday 5PM-9PM.

Staff: One professional full-time librarian as well as access to over fifteen full time professional librarians around the state of Indiana and the region who participate in the aforementioned live chat reference.

2. Number of volumes of professional material:

There are currently over 500 print volumes in the NW Campus location. Students also have access to items collected at 13 other Harrison College campus libraries, as well as over 20,000 eBook titles, and additional resources through our Interlibrary Loan service from other institutions.

3. Number of professional periodicals subscribed to:

Currently, there are 15 professional subscriptions available in the library along with thousands of periodicals available electronically through various database providers including: EBSCO, ProQuest, LexisNexis, and Gale.

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

The Pike Branch of the Indianapolis Marion County Public Library is located 3.9 miles from the NW Campus. There are 20 other branches of IMCPL as well as the Main Branch located downtown Indianapolis. This system also has an online catalog and databases available to cardholders.

The Hussey-Mayfield Public Library in Zionsville is located 2.5 miles away, just north of the NW campus.

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

INDIANAPOLIS DOWNTOWN/ONLINE

Location: The library (called the Learning Resource Center) is located on the campus at: 550 East Washington Street, Indianapolis, Indiana. All Harrison College students can also retrieve library resources and services from the LRC website accessible at all times from any web-connected computer. The LRC website at www.harrison.edu/LRC features links to a materials catalog and the online resources.

Hours : The library is fully staffed Monday - Wednesday 8:30 AM – 8:30 PM, 8:30 AM – 6:30 PM Thursday and Friday 8:00 AM – 4:00 PM. In addition, live online librarian staffed chat reference is available during normal business hours, plus Saturday from 9:00 AM – 1:00 PM and Sunday evenings, 5:00 PM – 9:00 PM.

Staff: One full-time librarian is available in the LRC with the assistance of one graduate student intern at 10-20 hours per week to cover extended evening hours. Students are also served by over 15 full time professional librarians from other Harrison College campuses around the state who participate cooperatively in live chat and email reference, resource and collection development, and delivering instructional presentations.

2. Number of volumes of professional material:

The physical collection represents over 3600 titles, picked specifically to support the program areas offered locally. This collection includes both circulating and reference materials. In addition, the library offers direct access to over 45,000 ebooks.

3. Number of professional periodicals subscribed to:

The campus provides access to over 30,621 electronic journal titles from a number of vendors, in addition to subscribing to 33 print journals chosen to support the various program areas, to meet the general education requirements of this campus, and to promote life-long learning.

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

The Indianapolis Marion County Public Library Central Library is approximately 1.3 miles from the campus. There are 22 branches of the Indianapolis Marion County Public Library located throughout the city and county as well as an online catalog and databases available to card holders.

The Indiana University Purdue University Indianapolis (IUPUI) University Library is located 1.8 miles from the campus. As a state supported institution their library collections are available to all Indiana residents.

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

Institution: **Harrison College**
Degree Program: **Web Application Development AAS**
Locations: **Indianapolis Northwest & Online**

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?

Graduates of this program do not need to be licensed by the State to practice their profession in Indiana.

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)?

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?

Graduates of this program do not need national professional certification in order to obtain employment in the field.

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?

Even though professional certification is not required for employment in the field, there are national recognized professional certifications available.

- ITS2405 – CIW Site Development Associate
- ITS2425 and ITS2440 – Oracle Java Associate
- ITS2435 – Microsoft Certified Professional Developer
- ITS2430 and ITS2445 – Ruby Association Certified Ruby Programmer

+++++

Professional Industry Standards/Best Practices

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

If so, please identify

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

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

All Web design courses within the Web Application Development AAS degree program have been developed to ensure compliance with the World Wide Web Consortium (W3C) Standards. These standards define an Open Web Platform for application development that enables developers to build interactive experiences that are available on any computing device. The technical specifications that make up these standards have been designed to ensure technical and editorial quality.

+++++

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?

The state of Indiana does not require specialized licensure or certification to work in the Web Application Development field, therefore specialized accreditation for the Web Application Development program is not required.

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 to this program.

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:

- Web applications developer
- Web designer
- Applications (App) developer
- Web/software developer
- Website developer

This page intentionally left blank.

This page intentionally left blank.

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	<u>Harrison College—Indianapolis Northwest and Online</u>
Name of Program	<u>Information Technology Leadership</u>
Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.)	<u>BS</u>
Name of Person Preparing this Form	<u>Ashly Stage</u>
Telephone Number	<u>317-447-6221</u> <u>Application Type</u>
Date the Form was Prepared (Revise date after any revision)	<u>3/3/2015</u> <u>Initial</u> or Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Information Technology Leadership program is designed to provide a strong foundation in both business and technology skills that are core essentials in information technology careers. It combines basic business concepts, interpersonal communication, customer service skills, and standard applications training with technical skill in the areas of hardware fundamentals, networking fundamentals, and operating systems. Students will also have the opportunity to develop leadership and business skills, as well as an understanding of professional aptitude within the business environment. This program helps provide the necessary skills for students to start their careers as professionals in the information technology industry.

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.

Name of Program: _____ **Information Technology Leadership**

Total Course Hours: **180** Check one: Quarter Hours **X**
 _____ Semester Hours _____
 _____ Clock Hours _____

Tuition : **\$72,800** Length of Program: **48 Months**

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
BUS1000	Principles of Business	4
BUS1010	Business Law	4
BUS2000	Business Communication	4
HR2100	Human Resource Law	4
HR3400	Human Resource Management	4
ITS1000	Introduction to Technical Computer Concepts	4
ITS1500	Computer Systems & Emerging Technologies I	4
ITS1505	Computer Systems & Emerging Technologies II	4
ITS1550	Computer Network Infrastructure	4
ITS1560	Computer Network Infrastructure II	4
ITS1650	Help Desk Procedures	4
ITS1660	Customer Service Skills for IT Technicians	4
ITS1680	CompTIA IT Fundamentals Certification	4
ITS2000	Windows Administration	4
ITS2010	Windows Enterprise Desktop Support	4
ITS2300	Strategies & Ethics for the IT Professional	4
ITS3100	Information Systems Management	4
ITS4660	Wireless Security	4

MGT2000	Management	4
MGT3000	Business Ethics	4
MGT4100	Managing in a Global Environment	4
MGT4650	Strategic Management	4
ELECTIVE	Professional Elective/Concentration I	4
ELECTIVE	Professional Elective/Concentration II	4
ELECTIVE	Professional Elective/Concentration III	4
ELECTIVE	Professional Elective/Concentration IV	4
ELECTIVE	Professional Elective/Concentration V	4
ELECTIVE	Professional Elective/Concentration VI	4

GENERAL EDUCATION/LIBERAL ART COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
COM1050	Composition I	4
COM2060	Composition II	4
ECN2000	Macroeconomics	4
ECN3100	Microeconomics	4
HUM1500	Introduction to Humanities	4
MAT1500	Introductory Algebra	4
MAT2000	College Algebra	4
POL2000	American Government	4
PSY1060 OR	Psychology	
SOC1050	Sociology	4
PSY2000	Critical Thinking and Problem Solving	4
SOC2030	Organizational Behavior	4
SPC1010	Presentation Skills	4
ELECTIVE	SCIENCE Elective 1	4
ELECTIVE	SCIENCE Elective II	4

FOUNDATION COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
CD2600	Career Development	2
CPU1000	Computer and Office Automation	4
INF1100	Information Literacy	2
PSY1050	Strategies for Success	4

Number of Credit/Clock Hrs. in Specialty Courses: 112 / 180 Percentage: 62%

Number of Credit/Clock Hrs. in General Courses: 68 / 180 Percentage: 38%

If applicable:
Number of Credit/Clock Hrs. in Liberal Arts: _____ / _____ Percentage: _____

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

NORTHWEST

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

Location: Ground floor of the Indianapolis Northwest campus facing the main front desk. All Harrison College students can also retrieve library resources and services from the Harrison website from any Internet-connected device. The Harrison Library website is: www.harrison.edu/library. This site includes links to a catalog that contains over 20,000 full-text eBooks, as well as citations for traditional print materials located at any of Harrison's campuses and institutions world-wide.

Hours: Monday through Thursday 7AM-9PM, Friday 8AM-4PM
In addition, a LIVE online chat reference service is available during normal hours as well as Saturday 9AM-1PM and Sunday 5PM-9PM.

Staff: One professional full-time librarian as well as access to over fifteen full time professional librarians around the state of Indiana and the region who participate in the aforementioned live chat reference.

2. Number of volumes of professional material:

There are currently over 500 print volumes in the NW Campus location. Students also have access to items collected at 13 other Harrison College campus libraries, as well as over 20,000 eBook titles, and additional resources through our Interlibrary Loan service from other institutions.

3. Number of professional periodicals subscribed to:

Currently, there are 15 professional subscriptions available in the library along with thousands of periodicals available electronically through various database providers including: EBSCO, ProQuest, LexisNexis, and Gale.

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

The Pike Branch of the Indianapolis Marion County Public Library is located 3.9 miles from the NW Campus. There are 20 other branches of IMCPL as well as the Main Branch located downtown Indianapolis. This system also has an online catalog and databases available to cardholders.

The Hussey-Mayfield Public Library in Zionsville is located 2.5 miles away, just north of the NW campus.

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

Location: The library (called the Learning Resource Center) is located on the campus at: 550 East Washington Street, Indianapolis, Indiana. All Harrison College students can also retrieve library resources and services from the LRC website accessible at all times from any web-connected computer. The LRC website at www.harrison.edu/LRC features links to a materials catalog and the online resources.

Hours : The library is fully staffed Monday - Wednesday 8:30 AM – 8:30 PM, 8:30 AM – 6:30 PM Thursday and Friday 8:00 AM – 4:00 PM. In addition, live online librarian staffed chat reference is available during normal business hours, plus Saturday from 9:00 AM – 1:00 PM and Sunday evenings, 5:00 PM – 9:00 PM.

Staff: One full-time librarian is available in the LRC with the assistance of one graduate student intern at 10-20 hours per week to cover extended evening hours. Students are also served by over 15 full time professional librarians from other Harrison College campuses around the state who participate cooperatively in live chat and email reference, resource and collection development, and delivering instructional presentations.

2. Number of volumes of professional material:

The physical collection represents over 3600 titles, picked specifically to support the program areas offered locally. This collection includes both circulating and reference materials. In addition, the library offers direct access to over 45,000 ebooks.

3. Number of professional periodicals subscribed to:

The campus provides access to over 30,621 electronic journal titles from a number of vendors, in addition to subscribing to 33 print journals chosen to support the various program areas, to meet the general education requirements of this campus, and to promote life-long learning.

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

The Indianapolis Marion County Public Library Central Library is approximately 1.3 miles from the campus. There are 22 branches of the Indianapolis Marion County Public Library located throughout the city and county as well as an online catalog and databases available to card holders.

The Indiana University Purdue University Indianapolis (IUPUI) University Library is located 1.8 miles from the campus. As a state supported institution their library collections are available to all Indiana residents.

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

Institution: **Harrison College**
Degree Program: **Information Technology Leadership BS**
Locations: **Indianapolis Northwest & Online**

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?

Graduates of this program do not need to be licensed by the State to practice their profession in Indiana.

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)?

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?

Graduates of this program do not need national professional certification in order to obtain employment in the field.

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?

Even though professional certification is not required for employment in the field, there are national recognized professional certifications available.

- ITS 1660, ITS1500 & 1505, and ITS1550 & 1560— CompTIA IT Fundamentals, A+, and Network+ certifications. CompTIA is the leading provider of vendor-neutral IT certifications in the world. Thousands of companies depend on CompTIA standards to provide a reliable predictor of employee success.
- ITS2010 & ITS2000—Microsoft Windows Enterprise Desktop & Windows Server certification

Professional Industry Standards/Best Practices

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

If so, please identify

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

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

Any course within this program that includes networking concepts (ITS1500, ITS1505, ITS1550, ITS1560, and all ITS Professional Electives) are based on the Institute of Electrical and Electronics Engineers (IEEE) 802.x technology standards. All ITS courses, except ITS2300, also utilize aspects of the Information Technology Infrastructure Library (ITIL) which is a set of practices that align IT services with the needs of business. ITIL describes processes, procedures, tasks, and checklists that are not specific to any one organization, but can be applied by any organization needing to maintain a minimum level of competency. ITS2300 class is based on the Association of Information Technology Professional’s Code of Ethics and Standards of Conduct.

+++++

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?

The state of Indiana does not require specialized licensure or certification to work in the Information Technology field, therefore specialized accreditation for the Information Technology program is not required.

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 to this program.

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:

- Help Desk Technician
- Desktop Support Analyst
- Network Support Analyst
- Network Administrator