

TO: Advisory Committee on Accreditation
FROM: Christine Thatcher, Associate Director, Academic Affairs
DATE: April 8, 2010
SUBJECT: ACA Meeting on Thursday, April 15, 2010

The Advisory Committee on Accreditation will meet in the Department of Higher Education Conference Room, third floor, 61 Woodland Street, Hartford, at 10:00 a.m. on Thursday, April 15, 2010.

If you will not be able to attend the meeting, please forward the materials to your alternate so that he/she will be able to come. Please call me at (860) 947-1822 if neither you nor your alternate can participate.

I attach copies of the programs we will be considering at our meeting. It would be very helpful for me if you might have a chance to read these materials and send me any questions you have about them before we meet. I will share your questions with the Program Officer so we might then be better prepared to provide answers at the meeting. My email address is CThatcher@ctdhe.org. I look forward to seeing you, and thank you once again for your essential help.

AGENDA

1. CALL TO ORDER – 10:00 a.m.
2. CONSIDERATION OF MINUTES – [Minutes of March 18, 2010](#)
3. DISCUSSION
4. LICENSURE APPLICATIONS

Goodwin College - Licensure of a program in Occupational Therapy Assistant, leading to an Associate of Science (A.S.) degree

Northwestern Connecticut Community College - Licensure of a program in Nursing, leading to the Associate of Science (A.S.) degree

Sacred Heart University - Licensure of a program in Environmental System Analysis and Management, leading to a Master of Science (M.S.) degree

University of Connecticut - Licensure of a program in Business Administration, leading to a Bachelor of Science (B.S.) degree

5. ACCREDITATION APPLICATIONS

Mitchell College - Accreditation of a program in Homeland Security, leading to the Bachelor of Arts (B.A.) degree

Quinnipiac University - Accreditation of a program in Occupational Therapy, leading to the Master of Science in Occupational Therapy (MSOT) and Post-Master's Certificate of Advanced Study offered online

6. SIMULTANEOUS LICENSURE AND ACCREDITATION APPLICATIONS

None

7. PROGRESS REPORTS

None

8. INFORMATION ITEMS

Monthly Update – to be distributed

9. OTHER BUSINESS

10. **BOARD OF GOVERNORS RESOLUTIONS – Meeting of March 17, 2010**

11. NEXT ACA MEETING – May 20, 2010

12. ADJOURNMENT

Board of Governors for Higher Education

Advisory Committee on Accreditation

Minutes of the Meeting

Thursday, March 18, 2010

The Advisory Committee on Accreditation met in the Board's Conference Room, Department of Higher Education, third floor, 61 Woodland Street, Hartford, at 10:00 a.m. on Thursday, March 18, 2010.

Members or alternates present: Shirley Adams, Miller Brown, Susan Capasso, Ann Clark, John Donohue, Robert McCarthy, Leon Newman, Joseph Paige, Gordon Simerson, and Abbey Zink.

Board Members present: None

Staff present: Michael Meotti, Patricia Santoro, Carlota Schechter, Christine Thatcher

1. CALL TO ORDER

Miller Brown called the meeting to order at 10:05 a.m.

2. CONSIDERATION OF MINUTES – Minutes of January 21, 2010

Miller Brown called for approval of the minutes of February 18, 2010. Ann Clark moved approval and Shirley Adams seconded; the motion passed with Robert McCarthy and Gordon Simerson abstaining.

3. DISCUSSION

4. LICENSURE APPLICATIONS

a. University of Rhode Island – Relicensure of a Chemistry program, leading to a Master of Science (M.S.) degree, offered at Pfizer Research Center in Groton, Connecticut

Carlota Schechter, Senior Associate, Academic Affairs, presented the application and introduced Clifford Katz, Vice Provost for Academic Finances and Personnel and William Euler, Chair of the Department of Chemistry; who represented the University.

After discussion, the program was found to be in compliance with Board of Governors' approval standards. Shirley Adams moved approval and John Donohue seconded; the motion passed unanimously.

b. Worcester Polytechnic Institute, Worcester, MA – Licensure of programs in Business Administration, Electrical and Computer Engineering, Manufacturing Engineering, Materials Process Engineering, Mechanical Engineering, and Systems Engineering, each leading to a Master's degree, and licensure of a program in Power Systems Engineering, leading to a graduate certificate

Christine Thatcher, Associate Director of Academic Affairs, presented the application. The Institute was represented by Stephen Flavin, Associate Provost and Dean of

Corporate and Professional Education, Brian Degon, Associate Director of Program Operations, and Tracy Hassett, Vice President of Human Resources.

The Committee raised a concern regarding the thesis/capstone experience as an elective in each of the Master's programs. In order to align with Connecticut regulations, the Institute agreed to require Connecticut students to complete a thesis or capstone project.

After discussion, the program was found to be in compliance with Board of Governors' approval standards. Shirley Adams moved approval with the stipulation that the Institute require a thesis or capstone experience in each of the Master's degree programs. Gordon Simerson seconded; the motion passed unanimously.

5. ACCREDITATION APPLICATIONS

a. Mitchell College – Accreditation of a program in Communication, leading to a Bachelor of Science (B.S.) degree with concentrations in 1) Interpersonal and Organizational Communication and 2) Performance and Technology

Patricia Santoro, Director of Academic Affairs, presented the application and introduced President Mary Ann Jukoski, David Dunlop, Dean of Academic Affairs, and Richard Lucas, Program Director, who represented the College

After discussion, the program was found to be in compliance with Board of Governors' approval standards. Abbey Zink moved approval and John Donohue seconded; the motion passed unanimously.

b. University of Bridgeport – Accreditation of a program in Global Development and Peace, leading to the Master of Arts (M.A.) degree, to be offered online and on campus

Patricia Santoro presented the application. The University was represented by Dean Thomas Ward, Professor Dave Benjamin, and Professor Nancy Wei.

After discussion, the program was found to be in compliance with Board of Governors' approval standards. John Donohue moved approval and Leon Newman seconded; the motion passed unanimously.

c. University of Connecticut – Accreditation of a program in Public Health with a concentration in Occupational and Environmental Health Sciences, leading to a Doctor of Philosophy (Ph.D.) degree

Carlota Schechter presented the application and introduced Nancy Bull, Vice Provost for Academic Administration, Nicholas Warren, Co-chair of Occupational and Environmental Health, Ann Ferris, Director of Doctoral Programs in Public Health, and Professor Thomas Babor, who represented the University. Dr. Bull thanked Commissioner Meotti and department staff for their efficient and thorough review of the program.

After discussion, the program was found to be in compliance with Board of Governors' approval standards. Shirley Adams moved approval and Susan Capasso seconded; the motion passed with Robert McCarthy abstaining.

6. SIMULTANEOUS LICENSURE AND ACCREDITATION

a. University of New Haven – Licensure and Accreditation of a program in Engineering and Operations Management, leading to the Master of Science in Engineering and Operations Management (M.S.E.O.M.) degree

Christine Thatcher presented the application and introduced Barry Farbrother, Dean of the College of Engineering, Ali Montazer, Associate Dean, and Alex Sommers, Program Director, who represented the University.

After discussion, the program was found to be in compliance with Board of Governors' approval standards. Robert McCarthy moved approval and Shirley Adams seconded; the motion passed with Gordon Simerson abstaining.

7. PROGRESS REPORTS

None

8. INFORMATION ITEMS

Monthly Update

9. OTHER BUSINESS

Commissioner Meotti engaged the Committee in a discussion concerning their role in program review and approval.

10. BOARD OF GOVERNORS RESOLUTIONS – Meeting of February 17, 2010

11. NEXT ACA MEETING – April 15, 2010

12. ADJOURNMENT

The meeting adjourned at 11:17 a.m.

STAFF REPORT: ADVISORY COMMITTEE ON ACCREDITATION

Institution: Goodwin College

Item: Licensure of a program in Occupational Therapy Assistant, leading to an Associate of Science (A.S.) degree

Date: April 15, 2010

Background

Goodwin College's proposed program in Occupational Therapy Assistant enables students the opportunity to achieve competency in entry-level skills and become certified. According to the College, the student will benefit from a three semester per year format allowing them to complete and move through the program quickly and obtain gainful employment. Occupational Therapy Assistants help individuals with activities and exercises as specified in a treatment plan developed by an occupational therapist. The Assistant monitors these activities to make sure they are performed correctly and they record progress for the occupational therapist's review.

Upon completion of the program graduates will have the necessary skills and knowledge to secure employment as registry-eligible occupational therapy assistant practitioners and will be eligible to apply for temporary licensure with the State of Connecticut Board of Health. Once temporary licensure is granted, graduates must apply for and pass the entry-level examination given by the National Board of Certification for Occupational Therapy Practitioners.

Description

Purpose and Objectives

Upon successful completion of all Occupational Therapy Assistant degree program requirements, graduates will:

1. Sit for the National Certification Exam.
2. Demonstrate the ability to comprehend, apply, and evaluate clinical information relevant to their role as an occupational therapy assistant.
3. Demonstrate the clinical skills and proficiency in all relevant practice areas necessary to fulfill the role as an occupational therapy assistant.
4. Demonstrate professional behavior consistent with employer expectations for the occupational therapy assistant.
5. Demonstrate professional skills to begin work in any one of the specialty areas of occupational therapy practice with the general and specific tools necessary to complete the job requirements
6. Comprehend the scope of occupational therapy practice.
7. Complete the comprehensive learning outcomes identified within each syllabus

8. Complete the comprehensive learning outcomes identified with the General Education Component

Goodwin College is concurrently applying to the Accreditation Council for Occupational Therapy Education (ACOTE). The College has received *Approval of Intent* from American Occupational Therapy Association (AOTA) to develop an occupational therapy assistant program. ACOTE is the accrediting body for AOTA. The College anticipates a review in April 2010 thus gaining *Developing Program Status*, which signals that the first class may begin enrollment. The College would like to admit students in the fall of 2010. The initial Report of Self Study will be due in December of 2010. The Self-Study is then reviewed by AOTA Accreditation staff and recommendations to ACOTE for consideration are made for the April 2011 scheduled meeting. If a *Letter of Review* is granted, the college is notified of an on-site evaluation date. This visit will likely occur in October of 2011. Within this timeframe, ACOTE will review the evaluation in December of 2011 and vote on accreditation status for the program. If accreditation is granted, students may sit for the registration examination with the National Board for Certification of Occupational Therapy (NBCOT).

Administration

A Program Director will report to the Chair of the Health and Natural Sciences Department. This Program Director will be responsible for all aspects of the program, including the organization, administration, continuous review, planning, development, and general effectiveness of the program. Once the program is approved, a full-time academic fieldwork coordinator or FTE faculty position will be hired. The Program Director and the identified academic fieldwork coordinator will teach most of the core courses in the occupational therapy assistant program, each teaching 6-12 credits per semester.

Curriculum

According to Goodwin College, an advisory committee was established in May of 2009 including student participation, clinicians and occupational therapy practitioners to provide advice and support to the development of the program. Once *Developing Program Status* is granted, the advisory board will meet monthly to review the curriculum, review program goals and objectives, and assist with the accreditation process. Once the program begins to admit students the advisory committee will meet quarterly.

General Education Core Requirements- 25 credits

CAP1XX	Computer Literacy Elective	3
ENG 101	English Composition	3
ENG 1XX	Writing Elective	3
MATH 1XX	Math Elective	3
COM 1XX	Communications Elective	3
BIO 120	Human Biology	4
HUM	Humanities Elective	3
PSY 112	Introduction to Psychology	3

Non-Major Core Requirements- 6 credits

ASD 120	The College Experience	3
PSY 212	Life Span Development	3

Occupational Therapy Assistant Core Requirements- 36 credits

OTA 100	Foundations of Occupational Therapy and Task Analysis	3
OTA 101	Foundations of Movement and Function	3
OTA 102	Clinical FW I	1
OTA 103	Group Dynamics in OTA	3
OTA 200	OTA and Adult Populations	4
OTA 201	OTA and Pediatric Populations	4
OTA 202	OTA and Geriatric Populations	4
OTA 203	Case Studies and Practical Applications in OTA	3
OTA 204	OTA Seminar	1
OTA 205	Advanced Clinical Practicum Level II A	5
OTA 206	Advanced Clinical Practicum Level II B	5

Total Program Credits 67

The program requires approximately 700 hours of fieldwork experience in various healthcare settings which may include adult rehabilitation, pediatrics, behavioral health, homecare, and sub-acute care, Student-clinical supervisor ratios will range from 1:1 to 2:1 depending on the fieldwork site. Goodwin College has received verbal agreements with sub-acute care providers, pediatric clinics and adult rehab centers within the state to provide opportunities for students in the OTA program FWI and FWII experiences. The identified fieldwork coordinator will be responsible for placing all students in FWI and FWII placements and maintaining the appropriate paperwork to establish and maintain contracts with the institutions. Letters have been mailed to clinical sites and advisory board members working in clinical sites have agreed to accept Goodwin College OTA students. Additional sites will be acquired as needed and based on student areas of interest. A copy of the contract has been provided.

Admissions and Enrollment

The occupational therapy assistant program will have selective admission criteria in addition to the general college admissions procedures outlined in the Goodwin College catalog. They include:

- Completion of the Accuplacer Test ®. Applicants must qualify for ENG 101 and MATH 099 in order to enter the Occupational Therapy Assistant program. Any remedial courses required must be completed before entering the program.
- Cumulative 2.5 GPA in the last twelve college courses taken or on high school transcripts if no college courses have been taken.
- Documented observation of occupational therapy in any specialty area. Observation must total 10 hours and must be completed in the prior 12 months.
- One Letter of Recommendation, preferably from a health care professional. This letter may be from the observation site supervisor.
- Applicants who have satisfied all of the admission criteria may also be required to interview with the Program Director before admission.

- Applicants should possess the vision, hearing, tactile sensation, gross and fine motor strength and coordination, memory, critical thinking, and interpersonal skills adequate to allow effective communication, ensure safety of self and others, document accurately, and provide evaluation and treatment meeting medical standards required by facilities.

A felony, loss of license, administrative disciplinary proceeding for negligence, malpractice, recklessness, or willful or intentional misconduct may prohibit entrance into the program and/or eligibility to sit for the NBCOT certification exam.

Required documentation includes:

- CPR certification prior to first FW II rotation
- Physical exam within one year of start of FW II rotation
- Fingerprinting (if required by FW site) prior to start of FW II

Goodwin College anticipates accepting students for full and part-time study in September 2010. The College is projecting five full-time and 15 part-time students in the first year. The enrollment is expected to increase to 22 full-time and 14 part-time students by year three of implementation. Full-time students will take approximately four semesters, or one and a half calendar years to complete the program. The first graduating class is projected for 2012.

Comments from Other Institutions in Connecticut

There have been no comments or questions about the program from other institutions of higher education in Connecticut.

Resource Support

Faculty

Goodwin College reports that the full-time program director and additional FTE to include the academic fieldwork coordinator will teach most required core courses in the occupational therapy assistant program.

Library and Learning Resources

The Goodwin College Library has resources that support the nursing, respiratory care, and allied health programs as well as the medical assisting program, early childhood development program, respiratory care and paraprofessional programs. The College has supplied a list of proposed purchases that will support the new program and has included these intended acquisitions in their resource summary of expected expenditures.

Facilities and Equipment

A clinical skills laboratory equipped for the occupational therapy assistant and an additional OT adult clinical lab is currently being designed for space already available on campus. This lab will be designed and equipped according to ACOTE standards. The equipment necessary to run the program, as well as the consumables required for the program are budgeted for in the program summary.

STAFF REPORT: ADVISORY COMMITTEE ON ACCREDITATION

Institution: Northwestern Connecticut Community College

Item: Licensure of a program in Nursing, leading to the Associate of Science (A.S.) degree

Date: April 15, 2010

Background

Northwestern Connecticut Community College has applied for licensure of a program in Nursing, leading to the Associate of Science (A.S.) degree. The proposed program would become the sixth nursing program in the Connecticut Community College Nursing Program (CT-CCNP) consortium. The program prepares students for the NCLEX-RN examination and for entry level nursing opportunities in health care settings, such as hospitals, extended care facilities, doctor's offices and ambulatory health care centers. Students will be able to transfer to four year institutions to continue their education.

Description

Purpose and Objectives

The program responds to an identified nursing shortage in the northwest corner of Connecticut and fulfills Northwestern's mission to "inspire learning through accessible, high quality education." It meets two important community needs both in terms of employment opportunities for area residents and as a response to an aging population's increased need for nursing care in local towns. The proposed nursing program will specifically address the need of the three acute care hospitals, in addition to long-term care facilities and community nursing organizations in Northwestern's service area.

The program's objectives are to provide individuals with the requisite knowledge and skills so that they may successfully complete the NCLEX-RN examination and be gainfully employed as primary care givers at hospitals, nursing homes, and other health care facilities.

Administration

A nursing director will be hired, who will report to the Dean of Academic Affairs. As required by the Board of Examiners for Nursing, the director needs to be in place a full six months prior to the start of the program. Upon approval, the College plans to hire a director by July 1, 2010 and start the program with the January 2011 semester.

Curriculum

The curriculum consists of 68 credits distributed as follows: 30 credits in general education, and 38 credits in specialized nursing courses. The college is following the CT-CCNP curriculum, which is used system wide. All courses and syllabi are developed. A copy of the curriculum is attached. The College has identified eight learning outcomes.

Clinical Affiliates will include McLean Home, Charlotte Hungerford Hospital, New Milford Hospital, Sharon Hospital, Waterbury Hospital and St. Mary's Hospital. In addition, they plan to use the following healthcare facilities: Geer Nursing & Rehabilitation Center, Litchfield Woods and The Kent for sub-acute, geriatric-psych, rehabilitation, dementia and hospice experiences.

The Connecticut League for Nursing Articulation Model for Nurse Educational Mobility was used as a starting point in conversations with various RN-BS or MS programs in the state. The College indicated that the total number of nursing and general education credits to be accepted will be 60 credits; and in most cases 68 credits will transfer, thus exceeding the total recommended in the statewide Articulation Model. The Community College System Office is spear heading discussions with four year institutions to make sure the curriculum continues to meet the articulation model requirements.

The implementation of these agreements will assist students in moving seamlessly from CT-CCNP to a baccalaureate or masters degree nursing program. Students completing Northwestern's proposed nursing program will have the opportunity to continue their nursing education at Western Connecticut State University – Waterbury in the RN-BSN program, with the option of continuing on into an MSN program.

Northwestern submitted its program letter of intent to the CT Board of Examiners for Nursing in February 2010. The presentation to the Board of Nursing was on March 3, 2010 and the feasibility study was approved.

Each of the colleges comprising the CT-CCNP is approved individually by the Connecticut Board of Examiners for Nursing with the consent of the Commissioner of the Connecticut Department of Public Health. Each is accredited by the National League for Nursing Accrediting Commission. Northwestern's program will follow these accrediting bodies' processes.

In addition, the nursing program will seek accreditation by the National League of Nursing Accrediting Commission (NLNAC).

Comments from Other Institutions

Fairfield University indicated they support the nursing education programs at the Community Colleges. They are also open to those graduates who choose to advance toward a baccalaureate degree and beyond.

Enrollment

While the proposed program is pending approval, the college has approximately 143 students taking 'pre-nursing' courses at the college.

In 2008-09, there were 32 eligible applications from the area who applied to one of the programs through the Connecticut Community College Nursing Program (CT-CCNP). Twenty-six of these students were placed at three of the AD nursing programs within the state program, five students declined admission and one student was "wait-listed".

In 2009-10, there were 25 eligible applications from the NCCC service area that were placed in three of the community colleges in the state program.

Currently, there is incomplete data available for the 2010-11 admission cohort, but at this time, there are 21 known eligible applicants from the Northwestern service area.

The College indicates the unemployment rate is high particularly in Winsted and Torrington. Persons who have been dislocated from other employment will have an opportunity to enter nursing. With the suspension of the state LPN programs, there is an anticipated increase in interest by those persons to enter an R.N. program, particularly one that is an accelerated program matching the 18-month time commitment of an LPN program.

In addition, upon program approval, the College will activate a marketing campaign targeting current NCCC students, the unemployed through One-stop Centers, scheduling college Open House events, specific nursing information sessions each semester. In addition, high school guidance counselor breakfast meetings will be held at the College. Also, the NCCC program would become part of the marketing efforts of the CT Community College Nursing Program. There will be press releases from the college and a presentation will be given to the area Chamber of Commerce. The Chamber has made the development of an associate degree NCCC nursing program a priority on their chamber agenda for the past few years.

Resource Support

Financial Resources

The College indicated in their Resource Summary they are the recipients of a Federal Grant in the amount of \$350,000. The grant will be used for personnel, equipment, supplies and contracts in the first year of implementation.

The College has also raised private funds and substantial pledges of private donations by various members of the community to support this program. They are projecting that these private funds will substantially contribute to the resources required for this program.

Faculty

Since the proposed program is new, faculty are not in place at this time. Although there has been no nursing program advertising from Northwestern, the community is well aware of the efforts to bring a nursing program to this corner of the state. Through fund-raising efforts, the word of a possible nursing program continues to circulate. Because of this, the college has been receiving inquiries of possible employment opportunities from nurses in the area. The college has on file ten resumes or letters of inquiry from qualified MSN/APRNs.

The College states the following positions will be filled to fully staff the proposed nursing program.

FACULTY POSITION	QUALIFICATIONS	TEACHING SPECIALIZATION	DATE OF EMPLOYMENT
NURSING PROGRAM DIRECTOR	MSN	N/A	JULY 2010
TWO FULL-TIME NURSING INSTRUCTORS	MSN	Medical-Surgical expertise required	OCTOBER 2010
TWO FULL-TIME NURSING INSTRUCTORS	MSN	Obstetric expertise preferred	SEPTEMBER 2011
CLINICAL INSTRUCTOR	MSN	Medical-Surgical expertise required Psychiatric expertise preferred	OCTOBER 2010
PART-TIME NURSING LABORATORY INSTRUCTOR	BSN/MSN	Medical-Surgical expertise required	JANUARY 2011
TWO CLINICAL INSTRUCTORS	MSN	Medical-Surgical expertise required	FALL 2011

Library and Learning Resources

The Library currently maintains a collection of 2,030 books in the areas of medicine, biology, biochemistry, anatomy and physiology. The collection includes items found both in print and electronic formats. In addition, the Library's collection includes 16 print journal and magazine subscriptions in the areas of health, medicine and science; the Library maintains an archive of older issues for each of the current subscriptions. This periodical collection is supplemented with licenses to 12 electronic databases; the Library also provides access to the A.D.A.M. software on all public computers. Finally, the Library collection currently contains 70 audiovisual materials in both DVD and VHS formats in the areas of medicine, biology, biochemistry, anatomy and physiology.

The Resource Summary indicates \$112,715 will be allocated for new nursing learning materials for this program.

Facilities and Equipment

NCCC will house its nursing program in its new Arts and Science Building. There are two designated rooms across the hall from each other in this building. One room, 28 ft x 35 ft, will house four adult patient beds with supporting equipment, as well as a simulation laboratory with both adult and pediatric Nursing Kid simulation manikins. The second room, 23 ft x 31 ft will house the four pediatric beds and supporting equipment.

The simulation lab will be used to supplement learning in all areas of the nursing curriculum. The use of scenarios will be an asset to the patient care experience students obtain in the acute care setting.

The simulation lab will include two simulation manikins, including Sim-Man and the pediatric Nursing Kid. Simulation scenarios will be purchased with these manikins, to enhance the laboratory teaching patient experiences. Additionally, teaching adult manikins and child manikins will be purchased for each adult bed and child unit in the nursing laboratory.

This Arts and Sciences Building houses a lecture hall that accommodates 67 students and has a computer laboratory with a capacity of 24. All of the teaching rooms in the Arts and Science Building are high-tech classrooms including Smartboards, projectors, PCs, DVD and document cameras.

The college currently offers all supporting classes for the nursing program. There is ample space to accommodate additional sections for all of the nursing curriculum required courses.

The College indicates the nursing laboratory equipment will be purchased during fall 2010, with all supplies and equipment in place for a January 2011 start. The College indicates they have allocated \$209,794 for equipment the first year of the program, \$21,440 the second year and \$8,000 the third year.

Northwestern Connecticut Community College
Associate in Science Nursing Curriculum

ADMISSION REQUIREMENTS	<u>Credits</u>		<u>Credits</u>
+BIO*211: Anatomy & Physiology I +ENG*101: English Composition	4 3		
PRE-REQUISITE REQUIREMENTS: +BIO*212: Anatomy & Physiology II	4		
FIRST SEMESTER		SECOND SEMESTER	
NUR*101: Introduction to Nursing Practice +BIO*235: Microbiology +PSY*111: General Psychology	8 4 3	NUR*102: Family Health Nursing NUR*103: Pharmacology for Families Across the Life Span +PSY*201: Life Span Development +SOC*101: Principles of Sociology	8 1 3 3
THIRD SEMESTER		FOURTH SEMESTER	
NUR*201: Nursing Care of Individuals and Families I NUR*202: Pharmacology for Individuals and Families with Intermediate Health Care Needs +ENG*102: English Composition & Literature	9 1 3	NUR*203: Nursing Care of Individuals and Families II NUR*204: Pharmacology for Individuals Families & Groups With Complex Health Care Needs NUR*205: Nursing Management and Trends +Elective: Humanities++ or Fine Arts	8 1 2 3

Total Program Credits - 68 credits (General Education Credits - 30 credits; Nursing Credits - 38 credits)

+ There may be a prerequisite course that must be successfully completed prior to taking the course

STAFF REPORT: ADVISORY COMMITTEE ON ACCREDITATION

Institution: Sacred Heart University

Item: Licensure of a program in Environmental System Analysis and Management, leading to a Master of Science (M.S.) degree

Date: April 15, 2010

Overview:

Sacred Heart University is an independent university offering undergraduate and graduate programs in the Catholic intellectual tradition and is accredited by the New England Association of Schools and Colleges (NEASC). The University currently offers a number of master's degree programs including one in Chemistry. The undergraduate programs in Biology and Chemistry represent one of the largest groups of majors at the University with 190 active majors in the fall of 2009. In addition, the University currently offers an undergraduate concentration in Ecology and Conservation Biology. Building on these programs, the University is requesting licensure of a new Master of Science degree program in Environmental System Analysis and Management.

1. Purpose and objectives

- The primary goal of the proposed Master of Science in Environmental System Analysis and Management is to prepare professionals to apply the principles of the natural sciences to confront the challenging environmental problems of the future. The curriculum will provide students with an understanding of, “the complex interactions between the living and non-living portions of the environment and the dramatic role that human activity has on determining the ultimate nature of the environment in which we live.”
- This purpose is consistent with the mission of the University to shape graduates who are, “responsive to social and civic obligations and able to respond to an ever-changing world.”
- It is also consistent with the strategic plan for the College of Arts and Sciences. One of the goals of this plan calls for the, “establishment of new graduate programs within the college, especially in those disciplines with strong undergraduate degrees and student interest.”
- This program was developed to conform to the Council of Graduate Schools’ designation of a “Professional Science Master’s” (PSM). PSM degrees, as opposed to traditional master’s, are intended to provide advanced education directed at training individuals for specific careers outside of academia. They include interdisciplinary courses, research-based internships, and a component devoted to fostering professional skills (e.g., communication, teamwork, project management, ethics and public policy) specific to the intended industry.
- The University anticipates that graduates from this program to gain employment in the “environmental industry as field and lab scientists, project managers and consultants in private industry, non-profit environmental organizations, and local, state, federal, and international government agencies.”
- The proposed program is intended for recent graduates from undergraduate science programs in a variety of fields.

2. Curriculum and Instruction

- The Master of Science in Environmental System Analysis and Management is a 39 credit program (See Appendix A for a course listing) broken down as follows:
 - Core program: 18 credits
 - Professional skills cores: 9 credits
 - Environmental System Analysis and Management electives: 6 credits
 - Environmental System Analysis and Management project: 6 credits
- The curriculum will utilize a case study/problem solving approach that incorporates close teamwork in order to prepare graduates for communication-intense, teamwork-driven workplace.
- The University plans to make a 5 year combined bachelor and master's option available to students who plan to major in Chemistry or Biology at Sacred Heart University and complete the Master of Science in Environmental System Analysis and Management. This option requires students to take summer school courses after their freshman and sophomore year so that they complete 115 undergraduate credit hours by the end of their junior year. At that time they begin two years of graduate study (39 credits). Six graduate credits are used to complete the bachelor's degree requirements and these students have 33 graduate credits to apply to their master's degree.

3. Administration

- Oversight: The proposed program in Environmental System Analysis and Management will be housed in the Biology Department. The Chairs of the Biology and Chemistry Departments will share the responsibilities of coordination and administration of the graduate program. The University plans on hiring a full-time faculty member whose duties will include that of Program Coordinator to oversee the day-to-day administration of the program.
- Evaluation: The University provided an example of a rubric that will be used to assess student learning outcomes of this program. The program will undergo the University's standard program review process which requires new programs to be reviewed in their second year after implementation, 3 years later and then on a five year cycle.

4. Faculty

- Five current Biology and Chemistry faculty members will be teaching courses in this program. These faculty members all have Ph.D. degrees in areas related to their teaching assignments. Qualified Business department faculty will teach two organizational management courses in the program.
- The University plans on hiring two additional full-time faculty members (an assistant professor and a lecturer) for this program.

5. Adequacy of Resources (Library, learning resources, facilities and equipment)

- The University has recently constructed a new biology teaching laboratory, replaced a greenhouse, and renovated biochemistry teaching facilities and have committed to the additional expansions and renovations that will be required by this program.
- The University will make new resources available to this program through a fund for new program development to provide for initial faculty hires, library resources and facilities and equipment.

- The resource summary provided by the University includes the following expenditures in the first year of the program:
 - Two new full-time faculty: \$135,675
 - A quarter time support staff person: \$11,813
 - New equipment: \$100,000
 - Library: \$16,000
 - Other administrative expenses: \$ 31,000
- The University library already has considerable holdings related to this field of study and plans to add a literature search platform suitable for comprehensive surveys of the environmental literature.
- Based on the projected enrollments below, the University anticipates new revenues to exceed expenses in the second year of operation.

Anticipated enrollments:

	Year 1	Year 2	Year 3
Full time students	8	20	28
Part time students	4	8	12

Circulation

- The University circulated a program summary on December 2, 2009.
- They received a comment from Northwestern Connecticut Community College confirming the need for this type of program for Connecticut students interested in career pathways in environmental fields.

Appendix A: Curriculum for proposed Masters Degree in Environmental System Analysis and Management

- Core program: 18 credits
 - Principles of Environmental Science and Ecosystem Management I
 - Principles of Environmental Science and Ecosystem Management II
 - Environmental Geology, Hydrology and Soils
 - Field Methods and Analysis
 - Environmental Sampling and Analysis
- Professional skills cores: 9 credits
 - GIS for Environmental Analysis
 - Environmental Problem Solving and Impact Assessment
 - Organization Management and Business Communication
- Environmental System Analysis and Management electives: 6 credits
 - Restoration Ecology
 - Ecosystem Ecology
 - Hazardous Waste Management
 - Environmental Policy
 - Special Topics in Environmental Systems Analysis and Management
 - Organizational Behavior
- Environmental System Analysis and Management project: 6 credits
 - Environmental Research Project

STAFF REPORT: ADVISORY COMMITTEE ON ACCREDITATION

Institution: University of Connecticut
Item: Licensure of a program in Business Administration, leading to a Bachelor of Science (B.S.) degree
Date: April 15, 2010

Overview:

The School of Business at the University of Connecticut offers academic programs at the bachelors, masters, doctorate and advanced certificate levels and has programs on 4 campuses. The University currently offers a Bachelor of Science degree in Business and Technology at their Hartford, Stamford, and Waterbury campuses and is requesting approval of a general business degree on these regional campuses.

1. Purpose and objectives

- The primary goal of the proposed Bachelor of Science in Business Administration is to prepare business leaders who are effective general managers with expertise in managerial communications, finance, management and marketing.
- The proposed interdisciplinary general business major will provide a second choice of a major for regional campus students interested in business.
- This major will prepare students for broad based careers in nonprofit and public sector organizations as well as for profit businesses.
- The clientele for this degree are regional campus students as well as transfer students from the Community Colleges.

2. Curriculum and Instruction

- The University of Connecticut School of Business has been accredited by AACSB International (the Association to Advance Collegiate Schools of Business) since 1958.
- The Bachelor of Science in Business Administration is a 120 credit program (see Appendix A for a course list) broken down as follows:
 - General education and non business electives: 60 credits
 - Business core curriculum: 31 credits
 - Extended core requirements: 9 credits
 - Business electives: 9 credits
 - Business or non business electives: 11 credits
- The core business curriculum is similar to the core for the Business and Technology major; it requires additional work in business writing and in career development.
- The extended core consists of advanced courses in finance, marketing and management.

3. Admissions and Transfer

- Students can apply to be accepted into this program after completing 40 credits and achieving a minimum cumulative grade point average of 3.0.

- Community College students may follow a Business Transfer Pathway which guarantees admission to students who complete their Associate Degree with a grade point average of 3.0. Community College students with a grade point average lower than 3.0 must successfully complete a minimum of 12 credits at the University of Connecticut with a 3.0 GPA prior to applying.

4. Administration

- The Associate Dean of the School of Business, Dr. Linda Klein, is responsible for the academic leadership of the program. The administrative leadership of the program is the responsibility of Glen Richardson, University Director, School of Business, Regional Campuses.

5. Faculty

- The University has provided a list of 22 faculty members who they anticipate will be teaching in this program. Many of these faculty members have doctoral degrees in the field and those without doctoral degrees have an MBA or other appropriate master's degree.

6. Adequacy of Resources (Library, learning resources, facilities and equipment)

- The University reports that this new program is resource neutral.
- They plan to make more efficient use of business faculty allocated for the regional campuses as there is currently underutilized space in the core business courses offered for the Business and Technology major.
- Most of the extended core courses have been offered as electives on the regional campuses over the past five years.
- The regional campuses in Hartford, Stamford and Waterbury have adequate facilities, equipment and library resources to deliver this new major.

7. Circulation

- The University circulated a program summary on February 24, 2010 and asked for comments by March 9, 2010.
- There were no responses to this circulation.

Appendix A: Curriculum for proposed Bachelor of Science in Business Administration

- General education and non business electives: 60 credits in non business coursework (no more than 9 credits in economics and 6 credits in statistics may be counted towards this requirement.)
 - Computer technology competency
 - Second language competency
 - Writing competency
 - Quantitative competence (math sequence and statistics)
 - Arts and Humanities (History and Philosophy)
 - Social Sciences (Economics and Communication)
 - Science and Technology
 - Diversity and Multiculturalism
- Business core curriculum: 31 credits
 - Principles of Financial Accounting
 - Principles of Managerial Accounting
 - Business Communications
 - Career Development in Business
 - Legal and Ethical Environment of Business
 - Financial Management
 - Managerial and Interpersonal Behavior
 - Strategic Analysis
 - Introduction to Marketing Management
 - Business Information Systems
 - Operations Management
- Extended core requirements: 9 credits
 - Investment & Security Analysis OR Applications in Financial Management
 - Principles of Global Business OR Thinking, Acting & Managing Entrepreneurially
 - Consumer Behavior OR Marketing Research
- Business electives: 9 credits
 - 3 advisor-approved business electives at the 3000/4000 level
- Business or non business electives: 11 credits

STAFF REPORT: ADVISORY COMMITTEE ON ACCREDITATION

Institution: Mitchell College

Item: Accreditation of a program in Homeland Security, leading to the Bachelor of Arts (B.A.) degree

Date: April 15, 2010

Background

The Board of Governors licensed a program in Homeland Security, leading to a Bachelor of Arts (B.A.) degree, in September of 2007 for a three year period until September 2010. The College accepted students into the program in fall 2007. Graduates from the program will be prepared for jobs in critical infrastructure and information security management, threat and vulnerability assessment, emergency management operations and investigation, and intelligence analysis and management.

Description

Purpose and Objectives

The Bachelor of Arts in Homeland Security is an interdisciplinary program combining courses in government, history, criminal justice, law, business, the behavioral sciences and humanities. The program prepares students for effective defense of our nation by providing both practical and theoretical understanding of the issues presented by terrorism, both foreign and domestic.

Administration

The program is administered by the Chair of the Department of Law and Justice Policy Studies. Having served for 8 years as chair of that Department, he is thoroughly familiar with the legal aspects of Homeland Security and maintains close liaison with area Homeland Security professionals.

Curriculum

The curriculum consists of 122 credits, distributed as follows: 41 credits general education, 36 credits in core homeland security courses, 33 credits in Cognate, and 12 credits in electives. Curriculum is at the end of the report.

The College has established and maintained a close relationship with its Advisory Board, which includes members from the Stonington Police Department, FBI, United States Coast Guard, New London Police Department, Homeland Security Consultant-Systems, Connecticut Power Grid and Connecticut National Guard.

In Addition, the College has developed Internships in the areas of private security and with federal agencies, including the U.S. Coast Guard and Naval Undersea War College. Summer Internships are planned with the FBI and Secret Service.

Enrollment

The College currently reported 11 students in the program, which is less than projected in the licensure application.

Resource Support

Faculty

The Homeland Security program is currently staffed by three full-time faculty (including the department chair) and one part-time faculty who teach in the program. All faculty hold appropriate credentials.

Library and Learning Resources

The Mitchell College Library's collection is augmented significantly by its membership in Libraries Online, Inc. (LION). The Library supports the information, instruction, research and study needs of the college community. The College has budgeted \$5,000 annually for the Homeland Security program.

Facilities and Equipment

The program does not require any additional facilities.

Homeland Security Major: Plan of Study

Freshman Year – Fall Semester

CJ247	Introduction to Criminal Justice	3
EL101	Introduction to College Writing	3
FS101	First Year Seminar	1
		3
GV119	American Govt. and Politics	3
IS		3
PY105	General Psychology I	3
	Security	3
SO103	Introduction to Sociology	3
	Semester Credits	16

Freshman Year – Spring Semester

GV120	State and Local Government	3
HO___	Homeland Security Elective	3
EL102	College Writing and Research	
		3
IS120	Introduction to Computers & IS	
		3
HO101	Introduction to Homeland Security	
		3
	Semester Credits	15

Sophomore Year – Fall Semester

HI105	U.S. History I	3
	(elect)	3
HI115	Develop. of Western Civilization I	3
	Procedure	3
CJ261	Substantive Criminal Law	3
EL230	Effective Speaking	3
	(Higher)	3-4
_____	Literature Elective	3
	Semester Credits	15

Sophomore Year – Spring Semester

HI116	Develop. of W. Civ II (Hum elect)	3
		3
CJ320	Constitutional Criminal Procedure	3
HI106	US History II	3
MA___	Mathematics (MA104 or higher)	3-4
_____	Lab Science Elective	4
	Semester Credits	16-17

Junior Year – Fall Semester

CJ301	Comparative Legal Systems	3
	Management	3
HO301	Legal Issues in Homeland Security	3
	Elective	3
CJ315	Public Administration	3
PH223	World Religions	3
_____	Open Elective	3
	Semester Credits	15

Junior Year – Spring Semester

HO305	Homeland Security	
		3
HO___	Homeland Security Elective	3
CJ322	Policing in a Free Society	3
_____	Fine Arts Elective	3
_____	Open Elective	3
	Semester Credits	15

Senior Year – Fall Semester Senior Year – Spring Semester

_____	Physical Education Elective	3	CJ325	Law in Society	3
HO441	Senior Seminar in Homeland Security	3	HO442	Homeland Security Internship	6
CJ445	Ethical/Philo. Found. of Public Policy	3	HO___	Homeland Security Elective	3
HO410	Terrorism	3	_____	Open Elective	3
_____	Open Elective	3			
	Semester Credits	15		Semester Credits	15

Minimum Credits to Graduate: 122

STAFF REPORT: ADVISORY COMMITTEE ON ACCREDITATION

Institution: Quinnipiac University

Item: Accreditation of a program in Occupational Therapy, leading to the Master of Science in Occupational Therapy (MSOT) and Post-Master's Certificate of Advanced Study offered on-line

Date: April 15, 2010

Background

Quinnipiac University is licensed until June 2011 to offer a program in Occupational Therapy (MSOT and CAGS) online. Quinnipiac University currently offers an accredited BS/MSOT program in a traditional format. The primary intent of the Post-Professional Masters (MS) and the Certificate of Advanced Graduate Study (CAGS) is to provide an educational program that allows experienced therapists who hold bachelors degrees to meet the current minimal standard of a master's degree for entry into the profession. As of 2007, all Occupational Therapists entering the field must have at least an entry-level master's degree. Thus, those Occupational Therapists with a bachelor's degree, even though they have experience, may be at a disadvantage when competing for some employment opportunities. A Post-Professional Master's degree, for those practitioners with a bachelor's degree, and a Certificate of Advanced Graduate Study for those who have an entry-level master's degree in Occupational Therapy, provides the workforce, clients, and service communities with knowledgeable, experienced Occupational Therapists to meet current and future needs.

The University will confer the MSOT degree to students in October for those who completed their degree requirements in August 2010. There were no stipulations at the time of licensure.

Description

Purpose and Objectives

The objectives of the online Post-Professional Master of Science in Occupational Therapy and Certificate of Advanced Graduate Study program are to:

- provide online educational opportunities that build upon the Occupational Therapy student's clinical experience,
- facilitate research opportunities which promote the development and utilization of evidence-based research that will guide practice and contribute to the body of knowledge in the profession of Occupational Therapy, and

- facilitate a sense of commitment in the student to continuing education, professional development, and lifelong learning in current and future practice trends for the profession.

Administration

A Program Director oversees the Online Post-Professional Master of Science in Occupational Therapy and the Certificate of Advanced Graduate Study in Occupational Therapy. The Program Director reports to the Chair of Occupational and the Associate Vice-President for Online Programs. The Dean of the School of Health Sciences will oversee the evaluation process of the Program Director and the program itself.

Curriculum

The master’s degree requires 32 credits and the certificate 9 credits. No clinical affiliations are required as part of the post professional program.

A sample plan of study is attached.

Enrollment Projections

The University projected an enrollment of 22 students in the first year, 32 in year two, and 42 students by year three of the program. Actual enrollments are provided below:

Enrollment Status	0-15 credits	16-32 credits
Full-time	13	13
Part-time	2	0
Total	15	13

The first class of 13 students who began the program in January of 2009 is expected to be eligible for graduation in October 2010.

The University states that it intends to enroll one class per year with a goal of 20 students per cohort.

Resource Support

Faculty

The University identifies eight full-time faculty members who teach in the program and are appropriately credentialed.

Library and Learning Resources

Since the time of licensure, the University added instructional support for this program. The University now uses streaming video allowing for production and delivery of video for learning

and teaching. Students in the program now receive a flash drive, web camera and headsets to support the technology use for the program. Additionally, students now have dedicated distance access to all electronic resources and access to interlibrary loan. One librarian is specifically assigned to the online program in order to assist students with accessing databases and researching topics

Orientation is now offered for new students on campus and via use of video capture embedded in an electronic platform (Blackboard) for those who could not come to campus. Beginning in the fall of 2010, there will be a campus-wide collaborative orientation on campus with break-out sessions that are specific to the needs of students in each program. Some of the shared topics for online students include familiarity with use of software and electronic resources, information concerning financial aid, academic integrity, the learning center and internet security.

Facilities and Equipment

The University has a technology infrastructure in place for online programs. This infrastructure includes the University's Enterprise Resource Planning System, Datatel for administrative processes, Microsoft email for communication, and the Blackboard learning management system. Each system runs in a backed-up environment with redundancy and/or high availability.

Attachment

All courses are required for a Master of Science in Occupational Therapy (32 credits)

* Courses required for a Certificate of Advanced Graduate Study (9 credits)

** Elective courses for a Certificate of Advanced Graduate Study (6-8 credits)

Evidence Based Practice

OT 600*	Evidence Based Practice in OT	3 credits
OT 604**	Directed Study in Evidence Based Practice	3 credits

Research

OT 601**	Research Methods I	4 credits
OT 603**	Research Methods II (OT 601 is a prerequisite)	4 credits
OT 606*	Professional Paper or Project	3 credits
OT 609**	Scholarly Seminar (OT 601 and 603 are prerequisites)	3 credit

Current and Future Trends in Practice

OT 602*	Practice Trends in OT	3 credits
OT 605**	Directed Study in Clinical Practice	3 credits
OT 607**	Educational Leadership	3 credits
OT 608**	Entrepreneurial Concepts for OT	3 credits

Fall, Year One

OT 600*	Evidence Based Practice in OT	3 credits
OT 601**	Research Methods I	4 credits

Spring, Year One

OT 602*	Practice Trends in OT	3 credits
OT 603**	Research Methods II (OT 601 is a prerequisite)	4 credits

Summer, Year One

OT 604**	Directed Study in Evidence Based Practice (OT 600 is a prerequisite)	3 credits
OT 605**	Directed Study in Clinical Practice	3 credits

Fall, Year Two

OT 606*	Professional Paper or Project	3 credits
OT 607**	Educational Leadership	3 credits

Spring, Year Two

OT 608**	Entrepreneurial Concepts for OT	3 credits
OT 609**	Scholarly Seminar (OT 601 and 603 are prerequisites)	3 credits

Assignments will be building toward an increased base of investigation, presentations, and publication in a variety of formats in order to share practice-based expertise with the professional community.

At its meeting on March 17, 2010, a quorum being present, the Board of Governors for Higher Education approved the following resolutions:

RESOLVED: that the Board of Governors for Higher Education licenses a Certificate in Medical Billing and Coding, to be offered by Gibbs College, for a period of one year, until February 10, 2011.

RESOLVED: that the Board of Governors for Higher Education licenses a program in Public Administration, leading to the Master of Public Administration (M.P.A.) degree, to be offered by Post University, both on campus and online, for a period of three years until March 31, 2013.

RESOLVED: that the Board of Governors for Higher Education licenses and accredits an online Nursing Education Track within the Master of Science in Nursing program, leading to a MSN, to be offered by Sacred Heart University, for a period of time concurrent with institutional accreditation.

RESOLVED: that the Board of Governors for Higher Education licenses a Master of Science (M.S.) degree in Teacher Leadership, to be offered by Quinnipiac University, for a period of three years until March 31, 2013.

RESOLVED: that the Board of Governors for Higher Education accredits an Associate of Science (A.S.) degree in Insurance and Financial Services, to be offered by Capital Community College, for a period of time concurrent with institutional accreditation.

RESOLVED: that the Board of Governors for Higher Education accredits an Associate of Science (A.S.) degree in General Studies, to be offered by Goodwin College, for a period of time concurrent with institutional accreditation.

RESOLVED: that the Board of Governors for Higher Education accredits a Bachelor of Arts (B.A.) degree in Journalism, to be offered by Central Connecticut State University for a period of time concurrent with institutional accreditation.

RESOLVED: that the Board of Governors for Higher Education accredits a Bachelor of Arts (B.A.) degree in Theater, to be offered by Quinnipiac University, for a period of time concurrent with institutional accreditation.



Michael P. Meotti
Commissioner

3/17/10