

**Tentative Agenda Items for  
February 3, 2006 AHECB Meeting**

**Arkansas State University--Jonesboro**

Master of Arts in Criminal Justice

Program Summary

This program is intended to be a master's degree that conforms to the nationally accepted standard in the field as indicated by the Academy of Criminal Justice Sciences. The core courses and elective concentrations most closely resemble a mix between the MA programs in criminal justice at Washington State University and SUNY, Albany, the number 6 and number 1 schools in the field respectively. It is intended to 1) develop additional analytical skills for in-service practitioners with a BA/BS in the field or a closely related field; 2) to provide practitioners in this region with access to graduate education in their field in order for them to be more competitive for promotion within state agencies; 3) to provide our undergraduates who wish to pursue a degree regional access to one in their field of choice; and 4) to provide our undergraduate students who are considering a Ph.D. in the field a good foundation for further graduate studies.

Initially there are no new courses and the proposed degree program will employ only existing courses and existing faculty lines. The primary contributors will be from two Departments: 1) Criminology, Sociology and Geography, and 2) Political Science.

There will be no additional costs to the university in regards to faculty, course offering impacts, or staffing. The program will require the normal allocation of graduate assistantships from the graduate school.

Faculty resources are currently sufficient for projected student demand. Library holdings are currently sufficient to support this degree. Classrooms and the Statistics and Research Labs are sufficient to support this degree.

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**Arkansas Tech University**

Bachelor of Science in Information Technology

Program Summary

The B.S. in Information Technology will prepare students for careers in the information technology industry. Information Technology (IT) specialists are those who install, maintain, and enhance the computing infrastructure of businesses. The proposed program broadly covers the major areas of IT (networking, database development and administration, web development and administration, and systems administration) and develops significant depth in each area. The proposed program consists of 37 hours of general education, plus an additional 51 hours of information science, 6 hours of communications, 18 hours of business, 6 hours of mathematics, and 6 hours of electives.

The program will be included in the Department of Computer and Information Science, which currently offers an A.S. and an M.S. in Information Technology along with B.S. degrees in Information Systems and Computer Science. Much of the required core for the new degree is already being taught.

To provide the depth needed for the new degree, seven new courses, two new lab courses, and one revised course are included. These courses focus on administration of networks, web servers, database servers, and various operating systems and their associated social environments. No additional funds are requested for the program. The laboratories needed for the program already are in place as well as all needed library resources. Courses in the program will serve as electives for the other programs in the department creating minimal impact on faculty loads.

List existing degree programs that support the proposed program.

B.S. in Computer Science  
B.S. in Information Systems  
A.S. in Information Technology  
M.S. in Information Technology

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**Ouachita Technical College, ASU-Beebe, ASU-Mountain Home, ASU-Newport, ASU-Jonesboro, Black River Technical College, East Arkansas Community College, Mid-South Technical College, National Park Community College, North Arkansas College, Northwest Arkansas Community College, Ozarka College, Pulaski Technical College, SAU-Tech, South Arkansas Community College, Southeast Arkansas Community College, University of Arkansas Community College at Hope, and University of Arkansas Community College at Morrilton**

Certificate of General Studies

#### Program Summary

The Certificate of General Studies is a one-year award designed for the following purposes:

- To provide recognition of the completion of a body of knowledge in general education;
- To serve as an intermediate step toward an Associate of Arts degree; and/or to recognize as a “completer” a student who has successfully completed a significant number of courses in general education but does not intend to complete an Associate of Arts degree;
- To establish a measurable means of documenting student mastery of many of the competencies identified in the SCANS report (Secretary’s Commission on Achieving Necessary Skills, 1991).

Many other two- and four-year colleges across the nation have a similar award in place. For instance, all of the two-year colleges in New York have a General Education Certificate comprised of 33 semester credit hours that is accepted by all State University of New York (SUNY) colleges and universities. Other colleges with similar awards include the University of Maine, the University of Oregon System, Genesee Community College in New York, Orangeburg-Calhoun Community College in South Carolina, Macomb Community College in Michigan, and Three Rivers Community College in Connecticut.

Since all of the courses in this program are currently part of the existing Associate of Arts degree, there will be no curricular additions or modifications needed. No new costs or resources will be needed to implement this program.

Relation to SCANS Skills

Whether pursuing a course of study in a two- or four-year college, students normally wish to obtain a degree primarily in order to gain employment in a given field. The completion of a course of study described in this proposal would provide a means of documenting the achievement of the *Foundation Skills*, as well as many of the *Competencies* described in the SCANS report (Secretary's Commission on Achieving Necessary Skills, 1991). The SCANS report describes skills that are essential to anyone entering today's workforce, as well as the competencies needed to function as responsible adults in a variety of environments.

SCANS *Foundation Skills* are demonstrated by the following:

Basic Skills: reading, writing, mathematics, speaking and listening;

Thinking Skills: thinking creatively, making decisions, solving problems, and reasoning;

Personal Qualities: individual responsibility, self-esteem, sociability, self-management and integrity.

SCANS *Competencies* are outlined below:

Resources: allocating time, money, materials, space, staff;

Interpersonal Skills: working on teams, teaching others, leading, negotiating, and understanding people from culturally diverse backgrounds;

Information: acquiring and evaluating data, organizing and maintaining files, interpreting and communicating, using computers to process information;

Systems: understanding social, organizational, and technological systems, monitoring and correcting performance, and designing or improving systems;

Technology; selecting equipment, applying technology to specific tasks, maintaining and troubleshooting technologies.

The following table demonstrates the relationship between the courses that would be included in this one-year award and the SCANS *Foundation Skills* and *Competencies*.

<b>Discipline/Selected Courses</b>	<b>SCANS Skills/Competencies Involved</b>
<b>English/Communication: Composition, Speech, Introduction to Computers</b>	<b>Basic Skills, Thinking Skills, Personal Qualities, Interpersonal Skills, Information, Technology</b>
<b>Mathematics/Technology/Computer: College Algebra or equivalent Technology elective Computer Foundations or Application Elective</b>	<b>Basic Skills, Thinking Skills, Resources, Information, Systems, Technology</b>
<b>Science: Biology, Physics, Earth Science</b>	<b>Basic Skills, Thinking Skills, Information, Resources, Systems, Technology</b>
<b>Fine Arts/Humanities: Philosophy, Ethics</b>	<b>Basic Skills, Thinking Skills, Personal Qualities, Interpersonal Skills, Information, Systems</b>

## **South Arkansas Community College**

Technical Certificate and Associate of Applied Science in Surgical Technology

### Program Summary

#### Description and Purpose of Program

South Arkansas Community College is requesting approval from the Arkansas Higher Education Coordinating Board to implement new programs entitled Technical Certificate in Surgical Technology and Associate of Applied Science in Surgical Technology.

In today's healthcare market, there exists a shortage of qualified certified surgical technologists. Recent surveys reveal a predicted need for 80% more surgical technologists by the year 2006. Our market research has identified the need for trained surgical technologists to meet the needs of hospitals, surgeons, and ambulatory surgery suites in the South Arkansas and North Louisiana areas.

The goal of these programs is to provide courses that will lead to marketable skills and prepare the graduate to sit for the National Certification Examination to become a Certified Surgical Technologist (CST). These programs will encourage economic development in the region by providing employers with a skilled workforce.

The programs are designed to prepare individuals for employment as an integral part of a surgical team. Surgical technologist work closely with surgeons, anesthesiologists, registered nurses, and other surgical staff in delivering patient care and assuming appropriate responsibilities before, during and after surgery. Surgical Technologists are employed in acute and ambulatory care facilities.

Currently, the Surgical Technology program closest to South Arkansas Community College is located in Monroe, Louisiana at Career Technical College. There are no existing programs within an 85-mile radius of the South Arkansas region, creating a need for students in this area. The Surgical Technology programs for the states of Arkansas and Louisiana with mileage distance from South Arkansas Community College are listed in appendix 17.3

The programs at South Arkansas Community College will consist of a one-year technical certificate in Surgical Technology and an Associate of Applied Science in Surgical Technology.

Surgical technology includes practice by the trained individual to work under medical supervision for the facilitation of invasive surgical procedures. These individuals work under the supervision of a surgeon to ensure that a safe environment is provided as well as properly functioning equipment and maximum patient safety. The practice of surgical technology includes theory and application of both sterile and aseptic technique and must include knowledge of human anatomy, surgical procedures, and implementation tools and technologies to assist the surgeon's conduction of invasive and diagnostic procedures.

Due to the substantial and continually increasing rise of annual health care costs, administrators of health care must constantly be aware of and find opportunities to contain costs without compromising quality health care. Health care administrators are discovering the benefits of employing the trained Certified Surgical Technologist (CST). In the year 2004, over 5000 students graduated from accredited surgical technology programs. These graduates are prepared to assume the professional duties of surgical technology with a

minimal cost of orientation to employers. Because there is an ongoing shortage in the nursing field, the trained CST allows for the placement of more nurses in other areas of healthcare. The employment of the CST in the surgical setting is cost effective in that according to the latest data, salaries of surgical technologists are approximately 70 percent of those earned by registered nurses.

In the broadest sense, the surgical technologist is an allied health professional who works as part of the surgical team to ensure that the operative procedure is conducted under optimal conditions. Surgical team members function in two capacities – nonsterile and sterile. A program goal is to prepare the student for entry-level employment as a surgical technologist by providing the basic knowledge, understanding, and skills required to perform in this capacity while applying the principles of professional and ethical conduct (see more information about surgical technology in Appendix 17.1).

Overview of Curriculum Additions

A table has been created which identifies both existing and new courses required (see Appendix 17.6A and 17.6B).

Program Costs

Costs associated with the proposed programs will include program director’s salary, adjunct faculty salary, professional development, curriculum, instructional reference materials, classroom/laboratory facilities, equipment and supplies. A table of those costs follows. Some of the equipment items and operating room supplies may be donated by local institutions. The cost of these items, however, is reflected in the following budget.

Surgical Technology  
**FIRST YEAR BUDGET**

<u>Revenue Budget</u>	<u>Fall</u>	<u>Spring</u>	<u>Total</u>
Number of Students	12	11	
Tuition (In district)	10,944.00	10,032.00	20,976.00
Assessment Fee	240.00	220.00	460.00
Computer Technology Fee	960.00	880.00	1840.00
Background Check Fee	600.00		600.00
Insurance Fee	180.00	165.00	345.00
Course Lab Fee	600.00	550.00	1150.00
ARC-ST Approved Program Assessment Exam		385.00	385.00
Total Tuition and Fees	13,524.00	12,232.00	25,756.00
State Appropriations			72,864.00
Internal Reallocation			44,554.47
Total Funding			143,174.47
<b><u>Expenditure Budget</u></b>			
Salaries			43,860.00
Benefits			19,796.00
Overload			900.00
Adjunct faculty			13,464.00
Travel			4,000.00
Instructional Supplies			8400.00

Equipment	40,716.47*
Program Accreditation fee	
Initial	4725.00
Annual	1450.00
Secretarial Support (25%)	4375.00
Secretarial Benefits	<u>1488.00</u>
<u>Total Program Cost</u>	<u>143,174.47</u>

\* First year expenditure budget only

### Faculty Resources

Pending approval of these programs, the college will conduct a search to fill the full-time position of Instructor and Director for the program. The Program Director will teach approximately 1 six-hour class each semester and provide clinical supervision for 3 8-hour days per week. The 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. Other resources such as adjunct or additional faculty are supported by the college and will be added as necessary to meet the demands of student enrollment (see Appendix 17.12 for a summary of the program workload).

Basic responsibilities and duties of the Program Director:

- Prepare teaching materials for the programs
- Teach lecture and laboratory courses as assigned
- Communicate program information to students, faculty, and clinical personnel
- Recruit and advise students for the programs
- Develop curriculum for the programs
- Serve on faculty committees
- Develop clinical schedules for the clinical portion of the programs
- Supervise students in the clinical setting
- Prepares and submits reports and/or records required by associated agencies
- Promote program to potential students and general public
- Maintain and work with program advisory committee
- Coordinate professional development activities
- Coordinate vocational student organization activities

Existing faculty of the college will teach general education, computer, and other health core courses for these programs. Other faculty from South Arkansas Community College will be utilized and are listed in Appendix 17.15.

### Library Resources

The Library Media Center (LMC) provides a broad range of services to support student learning. The LMC has been given a list of needed surgical technology resources in order to budget for an appropriate collection of material both physically and electronically to support the curriculum for surgical technology.

### Facilities and Equipment

The facilities for this program are not easily secured because of the shortage of learning spaces at the college. Pending approval, the programs will be conducted in the Classroom Building at the college's west campus. The programs require regular access to a mock operating room for practice of clinical skills. The college is presently making plans to build an Allied Health facility. The classroom and mock operating room lab will be housed in the new facility. The local hospital has an empty operating room suite that may possibly be used for skills practice that could be utilized until the new facility is available. The director of nursing at

the local hospital will address this issue at the November hospital administrative meeting and notify the college of their decision.

## **ADHE**

### **Institutional Certification Advisory Committee (ICAC)**

The Institutional Certification Advisory Committee (ICAC) will review the following applications for certification at the January 10, 2006 quarterly meeting.

#### Graceland University, Independence, Missouri

Graceland University submitted a request for decertification of the online Bachelor of Science in Addiction Studies program. The program was initially certified in 1995 and recertified in 2005.

#### ITT Technical Institute, Little Rock, Arkansas

ITT Technical Institute submitted an application for recertification of the following programs: Bachelor of Science in Information Security, Bachelor of Science in Data Communications Systems Technology, Bachelor of Science in Software Engineering Technology, Bachelor of Science in Electronics and Communications Engineering Technology, Digital Entertainment and Game Design, Technical Project Management. The programs were initially certified in 2004.

#### Saint Joseph's College, Standish, Maine

Saint Joseph's College submitted a request for decertification of the following distance delivery programs: Bachelor of Science in Criminal Justice and Master of Arts in Pastoral Studies. The programs were initially certified in 1990.

#### University of Phoenix, Little Rock, Arkansas

The University of Phoenix--Little Rock submitted an application for recertification of the following programs: Bachelor of Science in Management, Business, and Information Technology; Master of Management; Master of Business Administration; and Master of Information Systems. The programs were initially certified in 2003.

An application for the initial certification of the Bachelor of Science in Criminal Justice Administration was also submitted.

#### University of Phoenix, Rogers, Arkansas

The University of Phoenix-Rogers submitted an application for initial certification of the Bachelor of Science in Criminal Justice Administration program.

#### University of Phoenix-Online, Phoenix, Arizona

The University of Phoenix submitted an application for recertification of the following online programs: Associate of Arts; Bachelor of Science in Management, Business, Information Technology, Criminal Justice Administration, Health Administration, and Human Services; Master of Management, Master of Business Administration, and Master of Information Systems. The programs were initially certified in 2003.

An application was also submitted for the initial certification of the following online programs: Bachelor of Science in Business with options in Global Management, Finance, Integrated Supply Chain Operations Management, and the Bachelor of Science in Information Technology with option in Visual Communication.

### **Revision of State Minimum Core Curricula**

Proposed revisions to the state minimum general education core curricula at the two-year and four-year colleges and universities will be submitted for Coordinating Board approval.

### **Existing Program Review Report**

Arkansas colleges and universities are required to review existing academic programs over a 10-year period and submit summary reports on the findings to ADHE. Programs with specialized accreditation or licensure do not receive further review if Coordinating Board degree productivity guidelines are met. This will be an information item based on the institutional reports.

### **Report on Commission on the Future of Higher Education**

A report on Secretary of Education Margaret Spelling's newly-formed Commission on the Future of Higher Education will be presented to the Coordinating Board.

### **Annual Report on First-Year Student Remediation for Fall 2005**

Remediation rates for the Fall 2005 entering class will be presented to the Coordinating Board as an information item. Remediation rates by institution will be compared to the two previous years. The customary statistics of unduplicated headcount and breakouts by race/ethnicity, gender, age, attendance status, and remediation subject area will be included.

### **Annual Enrollment Report -- Fall 2005**

The customary enrollment statistics will be presented to the Coordinating Board as an information item. This will include enrollment statistics for total, on-campus, race/ethnicity, gender, age category, attendance status, FTE, and annual unduplicated headcount. Summer II off-schedule enrollments will be mentioned.

### **Annual Report on Productivity of Recently Approved Programs**

Degree productivity of certificate and associate degree programs approved by the Coordinating Board in 2001-02 (after three years) and baccalaureate and graduate degree programs approved by the Coordinating Board in 1999-2000 (after five years) will be presented to the Coordinating Board as an information item. AHECB productivity standards for baccalaureate programs are three graduates per year, two graduates per year for master's level programs, and one graduate per year for doctoral programs. The guidelines for certificate and associate programs are three graduates per year.

### **Annual Report on Retention and Graduation of Intercollegiate Athletes**

The annual report on retention and graduation of intercollegiate athletes will be presented to the Coordinating Board.

### **Economic Feasibility of Bond for Arkansas Tech University (ATU)**

ATU requests approval of the economic feasibility of plans to issue bonds of up to \$10 million with a term of 30 years at an estimated annual interest rate of 5 percent. The bond proceeds will be used for the construction of a new auxiliary residence hall. The debt service for the bond issue will be supported by auxiliary housing revenue. The Arkansas Tech University Board of Trustees approved this bond issue on December 17, 2005.

### **Economic Feasibility of Bond for Arkansas State University – Beebe (ASUB)**

ASUB requests approval of the economic feasibility of plans to issue bonds for educational & general (E&G) purposes. The E&G bond issuance will not exceed \$11 million with a term of 30 years and an estimated annual interest rate not to exceed 5.3%. The Arkansas State University System Board of Trustees approved this action on December 16, 2005.

### **Economic Feasibility of Bond for the University of Arkansas for Medical Sciences (UAMS)**

UAMS requests approval of the economic feasibility of plans to issue bonds for auxiliary purposes. Proceeds from the issue will be used to complete a new patient-care tower. The bond issuance will be approximately \$107.5 million with a term of approximately 30 years at an estimated annual interest rate of 5 percent. The University of Arkansas System Board of Trustees will consider this action on January 26, 2006.

### **Economic Feasibility of Bond for the University of Arkansas Fayetteville (UAF)**

UAF requests the approval of the economic feasibility of plans to issue bonds for both educational and general (E&G) and auxiliary purposes. The E&G bond issue will be for improving campus energy efficiency (\$10.56 million for a term of 10 years at 4.5%); for academic space in a new residence hall complex, Maple Hill Housing (\$3.62 million for a term of 25 years at 4.9%); for Phase II of the Law building (\$3.55 million for a term of 25 years at 4.5%); and for various other capital projects (\$5.27 million for a term of 10 years at 4.5%). The Auxiliary bond issue will be for a track renovation (\$8.52 million for a term of 10 years at 4.4%) and for a new student housing complex, Maple Hill Housing (\$46.78 million for a term of 25 years at 4.9%.) The total of the bonds to be issued upon approval is \$78.30 million.