

ATTACHMENTS TO MINUTES

September 16, 2011

Attachment

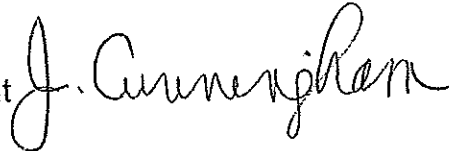
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OFFICE OF THE PRESIDENT

Date: September 2, 2011

To: Regional University System of Oklahoma
Academic Affairs Committee
Connie Reilly, Chair

From: Dr. Janet Cunningham, President



Re: Academic Affairs Agenda Item – September 16, 2011

Please place Northwestern Oklahoma State University on the Academic Affairs Committee Agenda for the September 16, 2011, meeting of the Regional University System of Oklahoma Board of Regents. We request approval of the following items:

Program Modification, Option Addition – Option Addition to the BAAS Technical Management degree, Option 3 Alternative Energy.

Attached is information outlining this request. If you have any questions or need additional information, please do not hesitate to contact me.

JC:md

Attachment

Request for Program Modification

Oklahoma State Regents for Higher Education

Institution submitting request: Northwestern Oklahoma State University

Contact person: Dr. James Bowen

Title: Dean, School of Professional Studies

Phone number: 580-327-8544

Current title of degree program (Level II): Bachelor of Applied Arts and Sciences

Current title of degree program (Level III): Technical Management

State Regent's three-digit program code: 064

Degree Granting Academic Unit: Division of Business

- With options in:
- A. Option 1
 - B. Option 2
 - C. _____
 - D. _____
 - E. _____

TYPE OF REQUEST: Check those appropriate and complete appropriate pages ONLY!

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

*Complete and return **ONLY** this cover sheet AND the appropriate page specifying the requested modification!*

Signature of President: *Janet Cunningham* Date: 9-7-11

Date of Governing Board Approval: _____

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)

Institution submitting request: Northwestern Oklahoma State University

State Regents' three-digit program code and Program name of program to be modified:
064; Bachelor of Applied Arts and Sciences; Technical Management

(4) PROGRAM OPTION ADDITION

Name of new option(s): A: Option 3 – Alternative Energy
B: _____
C: _____
D: _____

New option(s) objective: Provide Oklahoma students with an Associate of Applied Sciences in a field related to energy an opportunity to receive a bachelor's degree to prepare them for supervisory positions in their chosen area.

Will the new option be offered via electronic media? No Yes

Mode of delivery to be used: online (Blackboard) and possible ITV hybrid

If yes, will the majority of the program (defined as 100% of the required courses in the major) under this option be available to students via electronic media? No Yes
(If yes, please explain in detail on a separate page the procedures to be used.)

Is this degree program already approved for electronic delivery? No Yes

Reason for requested action: Alternative energy is a growing industry in the United States. This option will prepare Oklahomans to be supervisors and managers in this growing industry. Northwestern has been working with educators from High Plains Technology Center and OSU/OKC in developing an eventual associate to baccalaureate degree which will give students the opportunity to enhance their income and status in this industry.
(attach documentation if necessary)

Will requested change require additional funds? No Yes
If yes, please specify the amount of the additional costs, the source of the funds, and how they will be expended (if explanation exceeds space provided, attach no more than one page).

The requested change will require additional funds for an adjunct instructor for one or two of the alternative energy courses. The cost of an adjunct instructor is \$600.00 per credit hour. This calculates to \$1,800.00 for a three hour course. The chair of the Division of Business will also be assigned to one of the additional courses. Each of the additional three courses will be placed on an annual rotation until the enrollment is sufficient to support additional offering of the courses. The University will require an enrollment of at least six students in each of the new courses to

support the program. Northwestern anticipates that the enrolment will be more than sufficient to support the alternative energy option since it is part of the Technical Management Degree which was approved in Summer 2011 for online distance delivery.

Attach a list of courses that will support the(se) option(s) on the attached for, noting the common core for the option added, the proposed curriculum, and asterisk any new courses.

**Bachelor of Applied Arts and Sciences (B.A.A.S.)
Technical Management – Alternative Energy Option
COMMON COURSEWORK (Technical Management major)**

A. General Education 40-42 hours

I. ORIENTATION 1 hour

UNIV 1011 Ranger Connection
(All beginning freshman are required to enroll in freshman orientation; waived for students with 24 or more transfer hours.)

II. COMMUNICATION AND HUMANITIES

A. Communication 9 hours

1. English 1113 and English 1213 or 3513
2. Speech 1113

B. Humanities 5-6 hours

Selected from the following courses:
General Humanities 2113, 2223
Great Books 2213
Introduction to Literature 2413
Introduction to Film 2423
Art in Life 2432
Great Films 2523
Music in Life 2533
Philosophy in Life 2633
Ethics in Life 2643
World Religions 2412
Literature 2543, 2653, 2773, 2883, 3403, 3413
Theatre Appreciation HUM 2403 or TCOM 2413

III. SOCIAL AND BEHAVIORAL SCIENCE 12 hours

- A. American History Survey 1483 or 1493
- B. Political Science 1113
- C. Economics 2113
- D. Directed Elective: Economics 2123

IV. MATH and NATURAL SCIENCE 14 hours

- Choose ONE course from EACH of the following areas:
1. College Algebra MATH 1513
 2. *Biological Science- any class in biology

3. *Physical Science – any class in chemistry, physics,
or physical science
 4. Personal Finance – FIN 1113
- *At least one of the biological or physical science classes
must include a lab.

NOTES REGARDING GENERAL EDUCATION:

The general education curriculum consists of 40-42 credit hours for students seeking a Bachelor of Applied Arts and Sciences.

Three (3) hours of the general education curriculum must be 3000/4000 level.

Some general education course requirements may be met via CLEP, APP, and other advanced standing tests.

Any substitution of alternative general education courses must be approved by: the appropriate school dean and the Executive Vice President. Note: Any course substitution in a major course area must be approved by the major area department chair, the school dean and the Executive Vice President.

Transfer students with an Associate of Arts or Associate of Science degree from an accredited Oklahoma institution are exempt from general education requirements (except one course of American History and one course of American Government are required).

B. Technical Management Core		33 hours
ACCT	2123 Financial Accounting	3
ACCT	2133 Managerial Accounting	3
MATH	1313 Statistics	3
GBUS	2903 Legal Environment of Business	3
FIN	3013 Survey of Finance	3
MGMT	4433 Business Policy	3
MGMT	3063 Principles of Management	3
MGMT	3433 Organizational Behavior	3
MRKT	3043 Principles of Marketing	3
MIS	3413 Management Information Systems	3
MIS	4423 Information Systems Management	3

TECHNICAL MANAGEMENT Major
B.A.A.S. Degree
OPTION 3 Alternative Energy:

Designed for students transferring from a community college with an *Applied Associate Degree* in an area related to alternative energy.

I. *General Education 40-42 hours
*4-5 hours of upper 3000/4000 level courses

Students should work closely with their advisor in fulfilling the general education requirements for this degree.

Note: The general education hour requirement may vary with Community College students.

II. Career Specialty 30 hours
Requirement fulfilled with *approved AAS degree*.

Applied Associate of Science Degrees not listed below must be reviewed and approved by the Oversight Committee.

- Wind Turbine Technology
- Renewable/Sustainable Energy
- Power Transmission & Distribution Technology
- Power Generation

III. Technical Management Core 45 hours

ACCT 2123	Financial Accounting	3	
ACCT 2133	Managerial Accounting	3	
MATH 1313	Statistics	3	
GBUS 2903	Legal Environment of Business	3	
FIN 3013	Survey of Finance	3	
MGMT 4433	Business Policy	3	
MGMT 3063	Principles of Management	3	
MGMT 3433	Organizational Behavior	3	
MRKT 3043	Principles of Marketing	3	
MIS 3413	Management Information Systems	3	
MIS 4423	Information Systems Management	3	
Directed Upper Level Classes:			
GBUS4223*	Current Issues in Alternative Energy	3	
OR		3	
GBUS4233*	Current Environmental Issues	3	
GBUS 4913 *	Alternative Energy Law	3	
	Upper-level Business electives (with advisor/chair approval)	6	

IV. General Electives 7-9 hours

TOTAL HOURS required for degree **124 hours**

Note 1: At least 60 hours must be earned from a 4-year institution. At least 30 hours must be taken from NWOSU to meet residency requirements.

Note 2: At least 40 semester credit hours in courses numbered 3000/4000 are required.

Note 3: Liberal Arts Requirement: a minimum of 40 semester hours.

Course Descriptions

ACCT 2123 Financial Accounting An introductory course in gathering, recording, and using financial data of a profit organization.

ACCT 2133 Managerial Accounting An introductory course regarding the use of accounting data by managers. Pre: ACCT 2123.

GBUS 2903 Legal Environment of Business Survey of the areas of our legal system and laws that impact today's business environment.

**GBUS 4223 Current Issues in Alternative Energy This class will exam current issues regarding alternative energy. Each time the class is offered it will examine different issues. May be taken no more than twice for academic credit.*

**GBUS 4233 Current Environmental Issues This class will exam current issues regarding environmental. Each time the class is offered it will examine different issues. May be taken no more than twice for academic credit.*

**GBUS 4913 Alternative Energy Law A look at legal and regulatory issues involving alternative energy.*

FIN 3013 Survey of Finance Concepts and techniques of financial management. Also included are the time value of money, basic instruments of financing, financial planning, capitalization, and marketing of securities. Pre: Either ACCT 2003 or ACCT 2133, and ECON 2103. (Students with both ECON 2113 and ECON 2123 also meet the prerequisite.) NOTE: This class will not count in meeting the degree requirements for Accounting or Business Administration majors. May not be taken for credit if student has completed FIN 3163.

MATH 1313 Statistics Introductory course in statistics designed to introduce the non-mathematics student to techniques of experimental statistics and develop general knowledge of statistics. Topics covered include: data analysis and collection, statistical summary measures, correlation, introductory probability concepts, sampling distributions and sampling variability, point and interval estimation, and hypothesis testing. Pre: High School Algebra.

MGMT 3063 Principles of Management An introduction to basic areas of management functions.

MGMT 3433 Organizational Behavior Concepts in the behavioral sciences used to evaluate and improve inter-personal relations and organizational practices in the work place. Pre: MGMT 3063 or instructor permission.

MGMT 4433 Business Policy A capstone course in which the student will have an opportunity to integrate concepts learned and philosophies developed in other business

courses. Pre: Completion, with grade of "C" or higher, of all other courses in Business Core. To be taken in the final semester.

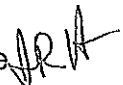
MRKT 3043 Principles of Marketing A survey of the nature, scope and economic importance of marketing. (Cross-listed MCOM 3043).

MIS 3413 Management Information Systems A study of information support systems available to managers. Strong emphasis is placed on the computer as a tool for MIS. Pre: CMSC 1103, MGMT 3063.

MIS 4423 Information Systems Management An integration of previous coursework into the ability to see the data and information needs of an organization from the viewpoint of all levels of management. Pre: MIS 3413.

Office of the President

TO: Connie Reilly, Chair
Academic Affairs Committee

FROM: John R. Hargrave 

DATE: September 15, 2011

SUBJECT: Items for Agenda

A. PROGRAM REVIEW

We have completed the Oklahoma State Regents for Higher Education mandatory five-year program reviews for several programs. The campus process includes a departmental self study; a review by the appropriate academic dean; a review by the Program Review Committee, a standing institutional committee of faculty; and a review by the Office of the Provost/Academic Affairs.

The following programs reviewed received positive recommendations for continuation. As required by Oklahoma State Regents' policy, the program reviews will be forwarded to the State Regents staff. For your information, the programs reviewed at the campus level were:

History (BA)
Communication Studies (BA)
Music (BS)
Mass Communication (BS)
Computer Science (BS)

East Central University

B. ACCREDITATION

Department of Nursing: East Central University has received notification from the Oklahoma Board of Nursing that our Department of Nursing has successfully completed their survey site visit. The survey visit report has been reviewed and accepted. The Department of Nursing's accreditation status remains unchanged for the next five years.

Health Information Management: East Central University has received notification from the Commission on Accreditation for Health Informatics and Information Management Education that our Health Information Management Program's Progress Report was reviewed and accepted. The Health Information Management Program's accreditation status remains unchanged.

C. PROGRAM REQUIREMENT CHANGES

1. Master of Education in Library Media – program change



OKLAHOMA BOARD OF NURSING

2915 CLASSEN BOULEVARD • SUITE 524 • OKLAHOMA CITY, OKLAHOMA 73106-5437 • (405) 962-1800

www.ok.gov/nursing • Fax (405) 962-1821

July 28, 2011

Anne Davis, RN, PhD, Chair
East Central University
Department of Nursing
1000 E. 14th
Ada, OK 74820

Dear Dr. Davis,

At its July 2011, meeting, the Oklahoma Board of Nursing considered the report of the survey visit to East Central University, Department of Nursing, Ada, Durant, and Ardmore. The Board would like to thank you for your attendance at the meeting. It was the Board's decision to:

- Accept the survey visit report, and
- Grant full approval for five years.

A certificate of approval is enclosed. The Oklahoma Board of Nursing appreciates your efforts to cooperate with standards that serve to upgrade and promote the academic credibility of Oklahoma nursing education programs. The members and staff of the Oklahoma Board of Nursing look forward to the continuing progress of the program, and trust that you will contact us when we can be of assistance.

Sincerely,

Wendy Hubbard

Wendy Hubbard, MS, RN
Nursing Education Consultant

Cc: John Hargrave, JD, President
Mr. Jose Dela Cruz, Jr., Oklahoma State Regents for Higher Education

Enclosure



233 N. Michigan Avenue, 21st Floor, Chicago, IL 60601



www.cahiim.org

East Central University - HIA
Ada, OK
Baccalaureate
APAR Year: 09-10
Jean Thompson, RHIA, Interim Program Director
7/11/2011 9:30:43 AM

A quality review of your Annual Program Assessment Report (APAR) has been completed by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). The Report was accepted as submitted, and the health information management program as referenced above has continuing accreditation.

Any Suggestions for Improvement below are made only for program improvement and require no official action or follow-up to CAHIIM.

Suggestions for Improvement:

Section I - Program Profile

APAR submitted by interim program director Jean Thompson.

Section II - Program Metrics

No issues noted.

Section III - Placement and Satisfaction Rate

Graduate Placement and Graduate Satisfaction rates are good and the program is to be commended.

Section IV - Employer Satisfaction

Employer satisfaction rates exceed CAHIIM threshold.

Section V - Certification Outcomes

Graduate performance on the national certification exam is good.

Section VI - Program Evaluation Plan

The program evaluation plan is satisfactory.

Section VII - Substantive Changes (Optional)

The program is closing effective May 2012

Section VIII - Curriculum

No issues noted. Curriculum content and sequencing appears satisfactory.

Claire Dixon-Lee, PhD, RHIA, CPH, FAHIMA
Executive Director, CAHIIM



Request for Program Modification

Oklahoma State Regents for Higher Education

Institution submitting request: East Central University

Contact person: Dr. Duane C. Anderson

Title: Provost and Vice President for Academic Affairs

Phone number: 580-559-5204

Current title of degree program (Level II): Master of Education

Current title of degree program (Level III): Grad – Library Media – M Ed

State Regent’s three-digit program code: 090

Degree Granting Academic Unit: Education Department

- With options in:
- A. _____
 - B. _____
 - C. _____
 - D. _____
 - E. _____

TYPE OF REQUEST: Check those appropriate and complete appropriate pages ***ONLY!***

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

***Complete and return ONLY
this cover sheet AND the
appropriate page specifying
the requested modification!***

Signature of President: _____ **Date:** _____

Date of Governing Board Approval: _____

(7) Program Requirement Change

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)

Institution submitting request: East Central University

State Regents' three-digit program code and Program name of program to be modified:
090 Grad – Library Media – M Ed

(7) PROGRAM REQUIREMENT CHANGES

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- Total credit hours for the degree will *NOT* change.
- Total credit hours for the degree will change from _____ to _____.

Summary of changes (attach no more than one page if space provided is inadequate):

See attached.

Will total number of credit hours required for the degree change No Yes

Explain: _____

Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). Indicate the changes clearly.

Will requested change require additional funds? No Yes

If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).

Reason for requested action (attach no more than one page if space provided is inadequate):

To encourage academic research at the Graduate program level and increase the number of candidates selecting the Thesis option; and this change will more clearly define the Thesis pathway.

MASTER OF EDUCATION
Library Media Option

Major Code - 0900

Current Requirements

Proposed Changes or New Program/Option

I. Research, Management, and Statistics
The following (should be taken in the first 8 hours of graduate study):
EDUC 5113 Techniques of Research

II. Program Core

LIBSC 5113 School Library Administration I
LIBSC 5133 Materials Selection
LIBSC 5213 Cataloging and Classification
LIBSC 5233 Reference Materials
LIBSC 5923 Young Adult Literature
LIBSC 5952 Practicum and Portfolio in Library Media
LIBSC 5973 Curriculum and the Media Center

III. Specialization (Select a minimum of 6 hours)

EDLBS 5333 Administration and Use of Instructional Media
EDUC 5363 Technology Integration Into Instructional Design
EDUC 5383 Interactive Learning Methods in Distance Education
LIBSC 5353 Literacy in the Media Center
LIBSC 5373 Media Production & Planning

Delete:
EDUC 5383 Interactive Learning Methods in Distance Education

Add:
EDUC 5983 Seminar: Survey of Emerging Technologies
(Subject to be named in title listing)

Create new section:

IV. Portfolio or Thesis

Students should choose EITHER the Portfolio or Thesis option. If the Portfolio option is selected, LIBSC 5952 Practicum and Portfolio in Library Media should be taken the final semester. If the Thesis option is selected, EDUC 5691 Thesis should be taken the semester immediately following completion of EDUC 5113 Techniques of Research and every subsequent semester. A maximum of three hours of Thesis may be counted in the degree.

Portfolio option:
LIBSC 5952 Practicum and Portfolio in Library Media

OR

Thesis option:
EDUC 5691 Thesis (course may be repeated)
A maximum of three hours may be counted toward the degree.

Renumber:

V. Electives

IV. Electives (Select enough courses from the following to complete program of 32 hours)
Choose from the following:
EDLBS 5913 Advanced Children's Literature
EDUC 5082 Special Education Assistive Techniques
EDUC 5263 Research and Instruction: Elementary Language Arts
EDUC 5603 Survey of Intellectual Property
EDUC 5981 Seminar (Topic to be named)

Office of the President

TO: Board of Regents of the
Regional University System of Oklahoma
Connie Reilly, Chair

FROM: Randy L. Beutler, President



DATE: September 2, 2011

SUBJECT: Academic Affairs Committee Agenda Items – September 16, 2011

Please place Southwestern Oklahoma State University on the Academic Affairs Committee agenda for the September 16, 2011, Board of Regents of the Regional University System of Oklahoma meeting regarding the following items:

- Action taken by the Technology Accreditation Commission (TAC) of the Accreditation Board for Engineering and Technology (ABET) relative to the accreditation of our engineering technology program (see attached information).
- A Program Modification Request for an option addition for the Bachelor of Science in Computer Science program (see attached information).
- A Program Modification Request for a program deletion for the Bachelor of Science in Information Systems program (see attached information).
- A Program Modification Request for a change of program name and/or degree designation, and also an option addition for the Bachelor of Science in Park Law Enforcement program (see attached information).

If you need additional information regarding these items, please let me know.

csi

Attachments



ABET, Inc.
111 Market Place, Suite 1050
Baltimore, MD 21202
Phone: +1.410.347.7700
Fax: +1.410.625.2238
www.abet.org
accreditation@abet.org

Applied Science Accreditation Commission
Computing Accreditation Commission
Engineering Accreditation Commission
Technology Accreditation Commission

August 03, 2011

Ken G. Rose
Dean, College of Professional and Graduate Studies
Southwestern Oklahoma State University
100 Campus Drive
Weatherford, OK 73096

Dear Dr. Rose :

Technology Accreditation Commission (TAC) of ABET recently held its 2011 Summer Meeting to act on the program evaluations conducted during 2010-2011. Each evaluation was summarized in a report to the Commission and was considered by the full Commission before a vote was taken on the accreditation action. The results of the evaluation for Southwestern Oklahoma State University are included in the enclosed Summary of Accreditation Actions. The Final Statement to your institution that discusses the findings on which each action was based is also enclosed.

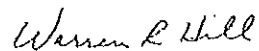
The policy of ABET is to grant accreditation for a limited number of years, not to exceed six, in all cases. The period of accreditation is not an indication of program quality. Any restriction of the period of accreditation is based upon conditions indicating that compliance with the applicable accreditation criteria must be strengthened. Continuation of accreditation beyond the time specified requires a reevaluation of the program at the request of the institution as noted in the accreditation action. ABET policy prohibits public disclosure of the period for which a program is accredited. For further guidance concerning the public release of accreditation information, please refer to Section III.L. of the 2010-2011 Accreditation Policy and Procedure Manual (available at www.abet.org).

A list of accredited programs is published annually by ABET. Information about ABET accredited programs at your institution will be listed in the forthcoming ABET Accreditation Yearbook and on the ABET web site (www.abet.org).

It is the obligation of the officer responsible for ABET accredited programs at your institution to notify ABET of any significant changes in program title, personnel, curriculum, or other factors which could affect the accreditation status of a program during the period of accreditation.

Please note that appeals are allowed only in the case of Not to Accredite actions. Also, such appeals may be based only on the conditions stated in Section II.G. of the 2010-2011 Accreditation Policy and Procedure Manual (available at www.abet.org).

Sincerely,



Warren R. Hill, Chair
Technology Accreditation Commission

Enclosure: Summary of Accreditation Action
Final Statement

cc: Blake Sonobe, Provost
Brad Bryant, Chair, Industrial & Engineering Technology
Carol Ellen Schulte, Report Team Chair

Southwestern Oklahoma State University

8/3/2011

ABET, Inc.

Technology Accreditation Commission
Summary of Accreditation Actions
for the
2010-2011 Accreditation Cycle

Southwestern Oklahoma State University
Weatherford, OK

Engineering Technology w/ Specialization in Manufacturing Engineering Technology (BS)

Accredit to September 30, 2015. A request to ABET by January 31, 2014 will be required to initiate a reaccreditation evaluation visit. In preparation for the visit, a Self-Study Report must be submitted to ABET by July 01, 2014. The reaccreditation evaluation will be a comprehensive general review.

ABET, Inc.
TECHNOLOGY ACCREDITATION COMMISSION
FINAL INTERIM REPORT STATEMENT
on
SOUTHWESTERN OKLAHOMA STATE UNIVERSITY
Weatherford, Oklahoma

Date of Interim Report:
July 1, 2010

The statement that follows consists of two parts: the first addresses the overall institution and its engineering technology operation, and the second addresses the individual engineering technology programs. Accreditation actions taken by TAC of ABET will be based upon the findings summarized in this statement and will depend on the range of compliance or non-compliance with ABET criteria, policies, and procedures. The range can be construed from the following definitions for findings:

Deficiency: A Deficiency indicates that a criterion, policy, or procedure is not satisfied. Therefore, the program is not in compliance with the criterion, policy, or procedure.

Weakness: A Weakness indicates that a program lacks the strength of compliance with a criterion, policy, or procedure to ensure that the quality of the program will not be compromised. Therefore, remedial action is required to strengthen compliance with the criterion, policy, or procedure prior to the next evaluation.

Concern: A Concern indicates that a program currently satisfies a criterion, policy, or procedure; however, the potential exists for the situation to change such that the criterion, policy, or procedure may not be satisfied.

Observation: An Observation is a comment or suggestion which does not relate directly to the accreditation action but is offered to assist the institution in its continuing efforts to improve its programs.

SOUTHWESTERN OKLAHOMA STATE UNIVERSITY

Weatherford, Oklahoma

INSTITUTIONAL FACTORS AFFECTING

THE ENGINEERING TECHNOLOGY UNIT

Introduction

The Technology Accreditation Commission of ABET, Inc. (TAC of ABET) has completed an evaluation review of the Interim Report submitted for the baccalaureate degree program in Engineering Technology with Specialization in Manufacturing Engineering Technology of Southwestern Oklahoma State University. This review was made to evaluate progress by this program in addressing findings identified in the Final General Review Statement from TAC of ABET dated August of 2009. The extent to which those previous findings have been resolved has been evaluated using the 2008-09 ABET *Criteria for Accrediting Engineering Technology Programs* and the 2008-09 ABET *Accreditation Policy and Procedure Manual*.

PROGRAM EVALUATIONENGINEERING TECHNOLOGY WITH SPECIALIZATION IN MANUFACTURING
ENGINEERING TECHNOLOGY
Baccalaureate DegreeIntroduction

The Program Criteria for Manufacturing Engineering Technology and Similarly Named Programs as published in the 2008-09 ABET *Criteria for Accrediting Engineering Technology Programs* also were used to evaluate this program. Findings in meeting provisions of the TAC criteria or policies are described below.

Program Weaknesses

1. Previous Finding and Criteria: Criterion 1. Students, stated, "... The program must also have and enforce procedures to assure that all students meet all program requirements." The 2009 Final General Review Statement reported that the program specified the minimum credit hours for graduation is 130. While most of the graduating students satisfy this requirement, transcripts indicated that some students were allowed to graduate with 128 credits. It was required that the program demonstrate that all students are meeting all program requirements. In 2009 due process, the program reported that it had submitted a request to change the minimum number of credits to 128 and to modify the undergraduate catalog accordingly. However the change had not yet been implemented by the time TAC of ABET had to decide an accreditation action in July 2009, so this finding remained a Weakness until the program demonstrates that all students are meeting all program requirements.

Progress: The 2010 Interim Report indicated that the Board of Regents approved the reduction to 128 credits for graduation, and the change was incorporated into the fall 2010 university catalog.

Status: This Weakness has been resolved.

2. Previous Finding and Criteria: Criterion 2, Program Educational Objectives, stated, "Each program must have in place a documented process by which the program educational objectives are determined and periodically evaluated based on the needs of constituencies served by the program". The 2009 Final General Review Statement reported that program educational objectives were published and a viable curriculum was in place to enable graduates to achieve those objectives. However, the process to determine and periodically evaluate program objectives was not well documented. The industrial advisory committee was not being effectively utilized in the development and evaluation of the program objectives. Some data were collected through surveys from both alumni and employers, but there was only anecdotal evidence for periodic evaluation of these data and implementation of results. Therefore, it was required that the program have in place a documented process by which the program educational objectives are determined and periodically evaluated based on the needs of constituencies served by the program. In 2009 due process, the program reported that the university was rewriting the continuous improvement plan and the process by which program educational objectives were established, evaluated, and reviewed. This finding remained a Weakness until there is evidence that program educational objectives are developed with input from the constituencies and are periodically evaluated through a documented process.

Progress: The 2010 Interim Report noted that the program has developed a documented process for the periodic evaluation of its program educational objectives. The new process is

documented in the revised Continuous Improvement Plan for Engineering Technology. The program faculty identified the constituencies served by the program, and a list is included in the Continuous Improvement Plan document. The plan also defines the frequency for feedback evaluation from these constituency groups. As a result of the new process, the program updated its program educational objectives this past year with input from an October 30, 2009, meeting of the Industrial Advisory Committee; *Body of Knowledge for Certified Manufacturing Technologist* published by the Society of Manufacturing Engineers; follow-up surveys of alumni; and exit interviews with graduates.

Status: This Weakness has been resolved.

3. Previous Finding and Criteria: Criterion 3. Program Outcomes, stated, "Each program must demonstrate that graduates have [h] recognition of the need for, and an ability to engage in lifelong learning, [i] an ability to understand professional, ethical, and social responsibilities, [j] a respect for diversity and a knowledge of contemporary professional, societal and global issues and [k] a commitment to quality, timeliness, and continuous improvement." The 2009 Final General Review Statement reported there was minimal evidence to confirm attainment of Criterion 3 attributes [h] through [k]. The program faculty indicated that these attributes are being addressed in some courses, but there was no evidence provided in display materials. Therefore, it was required that the program demonstrate that its graduates have achieved the attributes defined in Criterion 3 attributes [h], [i], [j], and [k]. In 2009 due process, the program reported that it was using the SME Certified Manufacturing Technologist examination for assessing Criterion 3 attributes [h], [i], [j], and [k]. However, the program did not link the results of this examination to the individual Criterion 3 attributes. This finding remained a Weakness

until the program demonstrates that its graduates have achieved the attributes defined in Criterion 3 items [h], [i], [j], and [k].

Progress: The 2010 Interim Report indicated that the program had completed an assessment of Criterion 3 attribute [h] in April 2010. According to that assessment, none of the students understood the requirements of licensing or of maintaining professional certification and licensing. An improvement plan has been developed to add curriculum units addressing professional licensing requirements and continuing education and professional development. The 2010 Interim Report also indicated that the program had completed an assessment of Criterion 3 attribute [i] in April 2010. That assessment indicated that students were not attaining an understanding of professional ethics. An improvement plan has been developed to add Canons of Engineering Ethics to the course TECH 1101 Intro to Technology. The plan also included adding topics on green processes, product life cycle, and appropriateness of technology materials into its curriculum. The 2010 Interim Report indicated that assessment of Criterion 3 attribute [j] was scheduled to be completed in spring 2010. Although two performance criteria had been defined for this attribute, no performance benchmarks had been set for either, and no results were provided. A summary statement reported that "the vast majority of students" were able to meet this performance criterion. The 2010 Interim Report indicated that performance criteria have been developed for Criterion 3 attribute [k], but assessment was not scheduled to begin until fall of 2010. The program has either begun assessing or has plans to assess each of Criterion 3 attributes [h], [i], [j], and [k]. However, the program has not yet demonstrated that students have attained these attributes.

Due Process Response: The program submitted results from assessment and evaluation of the attainment of Criterion 3 attributes [h], [i], [j], and [k]. Results showed satisfactory attainment of these outcomes by students for the 2010-11 school year.

Status after Due Process: This Weakness has been resolved.

4. Previous Finding and Criteria: Criterion 4. Continuous Improvement, stated, "The program must use a documented process incorporating relevant data to regularly assess its program educational objectives and program outcomes, and to evaluate the extent to which they are being met. The results of these evaluations of program educational objectives and program outcomes must be used to effect continuous improvement of the program through a documented plan." The 2009 Final General Review Statement reported that the continuous improvement process was not well documented. There was anecdotal evidence from assessment and evaluation of program educational objectives and program outcomes, but there were no analyses of data. The program was required to demonstrate that it is (1) using a documented process incorporating relevant data to regularly assess its program educational objectives and program outcomes, and to evaluate the extent to which they are being met, and (2) using the results of these evaluations of program educational objectives and program outcomes to effect continuous improvement of the program through a documented plan. In 2009 due process, the program responded that personnel had participated in a recent ABET assessment workshop, and some corrective actions were being planned. This finding remained a Weakness until the program demonstrated that it is (1) using a documented process incorporating relevant data to regularly assess its program educational objectives and program outcomes, and to evaluate the extent to which they are being met, and (2) using the results of these evaluations of program educational

objectives and program outcomes to effect continuous improvement of the program through a documented plan.

Progress: The 2020 Interim Report documented a continuous improvement plan that includes frequencies for assessment of program educational objectives and program outcomes. The program has updated its program educational objectives based on evaluation of feedback from constituencies, and it has established a schedule to evaluate one-fourth of Criterion 3 attributes each year on a two-year cycle, beginning with attributes [h], [i], [j], and [k]. Evidence indicated that the assessments completed in spring 2010 have resulted in an improvement plan for those performance criteria that were considered unsatisfactory by the faculty.

Status: This Weakness is reduced to a Concern until all elements of the continuous improvement plan have been implemented to evaluate program outcomes and program educational objectives.

Program Concern

1. Previous Finding and Criteria: Criterion 8. Support, stated, "An advisory committee representing the organizations that employ graduates must be utilized to advise the program in establishing, achieving, and assessing its goals. The committee must periodically review program curricula and provide advisement on current and future needs of the technical fields in which graduates are employed." The 2009 Final General Review Statement reported that the industrial advisory committee for Engineering Technology was common to all three engineering technology programs, and there was no sub-committee or designated group to advise the program in Engineering Technology with Specialization in Manufacturing Engineering Technology. It appeared that membership of the committee may not have accurately represented the organizations that employ graduates. Therefore, the program was required to demonstrate

that an advisory committee representing the organizations that employ graduates is being utilized to advise the program in establishing, achieving, and assessing its goals. In its 2009 due process, the program acknowledged the lack of a dedicated committee, but provided no further indication of progress. This finding remained a Concern until the program demonstrated that an advisory committee representing the organizations that employ graduates is being utilized to advise the program in establishing, achieving, and assessing its goals.

Progress: The 2010 Interim Report indicated that the program faculty has identified the constituencies served by the program in Engineering Technology with Specialization in Manufacturing Engineering Technology. As a result, three new members were added to the Industrial Advisory Committee. During advisory committee meetings, the group now divides into three separate subcommittees, each of which discusses issues specific to a given engineering technology program.

Status: This Concern has been resolved.

Oklahoma State Regents for Higher Education

Institution submitting request: Southwestern Oklahoma State University

Contact person: Dr. Blake I. Sonobe

Title: Provost

Phone number: 580/774-3264

Current title of degree program (Level II): Bachelor of Science

Current title of degree program (Level III): Bachelor of Science in Computer Science

State Regent's three-digit program code: 088

Degree Granting Academic Unit: Department of Accounting, Computer Science and
Entrepreneurship

- With options in:
- A. Computer Science (request addition)
 - B. Information Systems (request addition)
 - C. _____
 - D. _____
 - E. _____

TYPE OF REQUEST: Check those appropriate and complete appropriate pages ***ONLY!***

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

***Complete and return ONLY
this cover sheet AND the
appropriate page specifying
the requested modification!***

Signature of President: *Randy L. Beuth* Date: 9/9/11

Date of Governing Board Approval: _____

(4) Option Addition

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)

Institution submitting request: Southwestern Oklahoma State University

State Regents' three-digit program code and Program name of program to be modified:
088 Bachelor of Science in Computer Science

(4) PROGRAM OPTION ADDITION

Name of new option(s): A: Computer Science

B: Information Systems

C: _____

D: _____

New option(s) objective: With the deletion of the Information Systems major, these options give our Computer Science majors the option to select the traditional Computer Science track or an Information Systems track. With minimal course changes that are necessary to make the programs more current, the options are similar to the major programs.

Will the new option be offered via electronic media? No Yes

Mode of delivery to be used: Currently, the tradition classroom and laboratory will be used for delivery of instruction.

If yes, will the majority of the program (defined as 100% of the required courses in the major) under this option be available to students via electronic media? No Yes
(If yes, please explain in detail on a separate page the procedures to be used.)

Is this degree program already approved for electronic delivery? No Yes

Reason for requested action: Demand for Information Systems graduates still exists though the majority of our majors choose the traditional Computer Science degree. Often, to gain the IS expertise, our Computer Science majors take the IS courses as electives. Addition of the options gives our Computer Science majors the ability to select either track. There are no courses being added to support the options.

(attach documentation if necessary)

Will requested change require additional funds? No Yes

If yes, please specify the amount of the additional costs, the source of the funds, and how they will be expended (if explanation exceeds space provided, attach no more than one page).

Attach a list of courses that will support the(se) option(s) on the attached for, noting the course number for the option added, the proposed curriculum, and asterisk any new courses.

*Please list the proposed curriculum requirements for the new option in the right column, noting the common core of courses with the main program in the left column. **

Common Core	Proposed Curriculum
<p>Core Requirements21</p> <p>COMSC 1033 Computer Science I COMSC 1053 Computer Science II COMSC 1103 Introduction to Information Security COMSC 2043 Discrete Structures COMSC 3053 Operating Systems COMSC 3153 Data Comm. & Networks COMSC 4953 CS/IS Capstone I</p> <p>Approved Computer Science Electives15</p> <p>1000/2000 Level Computer Science Electives (0-6) 3000/4000 Level Computer Science Electives (9-15)</p>	<p>Computer Science Option</p> <p>COMSC 2413 Data Structures COMSC 3013 Computer Architecture COMSC 3133 Software Engineering</p> <p>Auxiliary Requirements</p> <p>MATH 1834 Calculus I OR 2823 Applied Calculus MATH 3433 Statistics I</p> <p>AND</p> <p>any 4 or 5 hour Physics course OR 6 Hours from:</p> <p>TECH 3143 Technical Presentations TECH3813 Electro/Mechanical Controls TECH 3833 Communication Electronics TECH 3863 Electronic Trouble Shooting TECH4823 Digital Electronics TECH 4833 Microcomputer Electronics</p> <p>Information Systems Option</p> <p>COMSC 2603 Network Security COMSC 3403 Database Systems COMSC 3913 Web Development COMSC 4513 Knowledge Management</p> <p>Auxiliary Requirements</p> <p>ENTRP 3113 Intro to MIS ENTRP 3823 Quantitative Methods in Business MATH 3433 Statistics I OR ECONO 2463 Business Statistics TECH 3143 Technical Presentations</p>

The Computer Science option is very similar to the Computer Science major. Some electives in the Auxiliary Requirements are being changed as follows:

- | | |
|--------------------------------------|---|
| Delete Tech 4813 Network Electronics | Add TECH 3143 Technical Presentations |
| | Add TECH 3813 Electro/Mechanical Controls |
| | Add TECH 3833 Communication Electronics |

The TECH electives being added are currently taught in our Engineering Technology department as requirements for their majors.

The Information Systems option is also similar to the Information Systems major that is being deleted with the following exceptions:

- | | |
|---|---------------------------------------|
| Delete COMSC 3353 Sys Analysis and Design | Add COMSC 2043 Discrete Structures |
| Delete ENTRP 3923 Adv. Bus Computer Appl | Add COMSC 2603 Network Security |
| | Add COMSC 4513 Knowledge Management |
| | Add TECH 3143 Technical Presentations |

All Computer Science and Technology courses being added to the IS option are currently offered in the Computer Science and Technology majors.

**BACHELOR OF SCIENCE
COMPUTER SCIENCE
(Current)**

GENERAL EDUCATION

Courses that are **required** are in bold type.
Courses that are *recommended* are in italics.

REQUIRED HOURS 43 - 44

Composition6
ENGL 1113 English Composition I
ENGL 1213 English Composition II

Mathematics3
MATH 1143 Math Concepts
MATH 1513 College Algebra OR
higher numbered math course

Computer Applications.....2
COMSC 1022 Computers & Information Access

Natural Sciences8
BIOL 1004 Biological Concepts
SCI 1514 Concepts of Physical Science
ASTRO 1904 Astronomy
GEOL 1934 Physical Geology
CHEM 1004 General Chemistry OR
higher numbered chemistry course

Humanities & Fine Arts.....6
ART 1223 Art Survey
LIT 2413 Intro to Literature
MUSIC 1013 Intro to Music I
PHILO 1453 Intro to Philosophy
COMM 1313 Intro to Public Speaking

U.S. History & Government.....6
POLSC 1103 American Government & Politics
HIST 1063 U.S. History

Economic & International Studies6
HIST 1033 World History
GEOG 1103 World Cultural Geography
ECONO 2263 Intro to Macroeconomics OR
ECONO 2363 Intro to Microeconomics

Behavioral, Social, & Cultural Studies6-7
PSYCH 1003 General Psychology
SOCIO 1003 Introduction to Sociology
4 World Languages
TECH 1223 Technology and Society
KINES 1133 Wellness Concepts & Exercise Appl

**Computer Science Major/Minor
Code No. 110**

Required Courses27

COMSC 1033 Computer Science I
COMSC 1053 Computer Science II
COMSC 1103 Introduction to Information Security
COMSC 2043 Discrete Structures
COMSC 2413 Data Structures
COMSC 3013 Computer Architecture
COMSC 3053 Operating Systems
COMSC 3153 Data Comm. & Networks
COMSC 4953 CS/IS Capstone I

Approved Computer Science Electives15

1000/2000 Level Computer Science Electives (0-6)
3000/4000 Level Computer Science Electives (9-15)

Auxiliary Requirements..... 11-13

MATH 1834 Calculus I OR 2823 Applied Calculus
MATH 3433 Statistics I
AND
any 4 or 5 hour Physics course
OR 6 Hours from:
TECH 3863 Electronic Trouble Shooting
TECH 4813 Network Electronics
TECH 4823 Digital Electronics
TECH 4833 Microcomputer Electronics

Electives to bring total to..... 120

For the minor program, refer to the Computer Science
minor in the Minor Programs of Study.

REGULATIONS PERTAINING TO GRADUATION

Minimum credit hours for graduation 120
Minimum credit hours in the liberal arts & sciences.....55
Minimum credit hours in upper-division
(3000/4000 courses).....40
Minimum credit hours (3000/4000 courses)
in major completed at SWOSU12
Minimum credit hours at SWOSU (15 of the last 30).....30
Minimum Grade Point Average in all coursework2.00
Minimum Grade Point Average in major2.00

BACHELOR OF SCIENCE INFORMATION SYSTEMS (Current)

GENERAL EDUCATION

Courses that are **required** are in bold type.
Courses that are *recommended* are in italics.

REQUIRED HOURS43 - 44

Composition6

- ENGL 1113** English Composition I
- ENGL 1213** English Composition II

Mathematics3

- MATH 1143** Math Concepts
- MATH 1513** College Algebra **OR**
higher numbered math course

Computer Applications2

- COMSC 1022** Computers & Information Access

Natural Sciences8

- BIOL 1004** Biological Concepts
- SCI 1514** Concepts of Physical Science
- ASTRO 1904** Astronomy
- GEOL 1934** Physical Geology
- CHEM 1004** General Chemistry **OR**
higher numbered chemistry course

Humanities & Fine Arts6

- ART 1223** Art Survey
- LIT 2413** Intro to Literature
- MUSIC 1013** Intro to Music I
- PHILO 1453** Intro to Philosophy
- COMM 1313** Intro to Public Speaking

U.S. History & Government6

- POLSC 1103** American Government & Politics
- HIST 1063** U.S. History

Economic & International Studies6

- HIST 1033** World History
- GEOG 1103** World Cultural Geography
- ECONO 2263** Intro to Macroeconomics **OR**
- ECONO 2363** Intro to Microeconomics

Behavioral, Social, & Cultural Studies6-7

- PSYCH 1003** General Psychology
- SOCIO 1003** Introduction to Sociology
- 4** World Languages
- TECH 1223** Technology and Society
- KINES 1133** Wellness Concepts & Exercise Appl

**Information Systems Major/Minor
Code No. 109**

Required Courses27

- COMSC 1033** Computer Science I
- COMSC 1053** Computer Science II
- COMSC 1103** Introduction to Information Security
- COMSC 3053** Operating Systems
- COMSC 3153** Data Communications and Networks
- COMSC 3353** Systems Analysis and Design
- COMSC 3403** Database Systems
- COMSC 3913** Web Development
- COMSC 4953** CS/IS Capstone I

Approved Computer Science Electives15

- 1000/2000 Level Computer Science Electives (0-6)
- 3000/4000 Level Computer Science Electives (9-15)

Auxiliary Requirements12

- ENTRP 3113** Intro to MIS
- ENTRP 3823** Quantitative Methods in Business
- ENTRP 3923** Adv. Computer Business Applications
- MATH 3433** Statistics I
- OR ECONO 2463** Business Statistics

Electives to bring total to120

For the minor program, refer to the Information Systems
minor in the Minor Programs of Study.

REGULATIONS PERTAINING TO GRADUATION

- Minimum credit hours for graduation120
- Minimum credit hours in the liberal arts & sciences55
- Minimum credit hours in upper-division
(3000/4000 courses)40
- Minimum credit hours (3000/4000 courses)
in major completed at SWOSU8
- Minimum credit hours at SWOSU (15 of the last 30)30
- Minimum Grade Point Average in all coursework2.00
- Minimum Grade Point Average in major2.00

**BACHELOR OF SCIENCE
COMPUTER SCIENCE
(Proposed)**

GENERAL EDUCATION

Courses that are **required** are in bold type.
Courses that are *recommended* are in italics.

REQUIRED HOURS	43 - 44
Composition	6
ENGL 1113 English Composition I	
ENGL 1213 English Composition II	
Mathematics	3
MATH 1143 Math Concepts	
MATH 1513 College Algebra OR higher numbered math course	
Computer Applications	2
COMSC 1022 Computers & Information Access	
Natural Sciences	8
BIOL 1004 Biological Concepts	
SCI 1514 Concepts of Physical Science	
ASTRO 1904 Astronomy	
GEOL 1934 Physical Geology	
CHEM 1004 General Chemistry OR higher numbered chemistry course	
Humanities & Fine Arts	6
ART 1223 Art Survey	
LIT 2413 Intro to Literature	
MUSIC 1013 Intro to Music I	
PHILO 1453 Intro to Philosophy	
COMM 1313 Intro to Public Speaking	
U.S. History & Government	6
POLSC 1103 American Government & Politics	
HIST 1063 U.S. History	
Economic & International Studies	6
HIST 1033 World History	
GEOG 1103 World Cultural Geography	
ECONO 2263 Intro to Macroeconomics OR	
ECONO 2363 Intro to Microeconomics	
Behavioral, Social, & Cultural Studies	6-7
PSYCH 1003 General Psychology	
SOCIO 1003 Introduction to Sociology	
4 World Languages	
TECH 1223 Technology and Society	
KINES 1133 Wellness Concepts & Exercise Appl	

**Computer Science Major/Minor
Code No. 110**

Core Requirements	21
COMSC 1033 Computer Science I	
COMSC 1053 Computer Science II	
COMSC 1103 Introduction to Information Security	
COMSC 2043 Discrete Structures	
COMSC 3053 Operating Systems	
COMSC 3153 Data Comm. & Networks	
COMSC 4953 CS/IS Capstone I	
Approved Computer Science Electives	15
1000/2000 Level Computer Science Electives (0-6)	
3000/4000 Level Computer Science Electives (9-15)	
Computer Science Option	9
COMSC 2413 Data Structures	
COMSC 3013 Computer Architecture	
COMSC 3133 Software Engineering	
Auxiliary Requirements	10-13
MATH 1834 Calculus I OR 2823 Applied Calculus	
MATH 3433 Statistics I	
AND	
any 4 or 5 hour Physics course	
OR 6 Hours from:	
TECH 3143 Technical Presentations	
TECH3813 Electro/Mechanical Controls	
TECH 3833 Communication Electronics	
TECH 3863 Electronic Trouble Shooting	
TECH4823 Digital Electronics	
TECH 4833 Microcomputer Electronics	
Information Systems Option	12
COMSC 2603 Network Security	
COMSC 3403 Database Systems	
COMSC 3913 Web Development	
COMSC 4513 Knowledge Management	
Auxiliary Requirements	12
ENTRP 3113 Intro to MIS	
ENTRP 3823 Quantitative Methods in Business	
MATH 3433 Statistics I	
OR ECONO 2463 Business Statistics	
TECH 3143 Technical Presentations	
Electives to bring total to	120

For the minor program, refer to the Computer Science minor in the Minor Programs of Study.

REGULATIONS PERTAINING TO GRADUATION

Minimum credit hours for graduation	120
Minimum credit hours in the liberal arts & sciences	55
Minimum credit hours in upper-division (3000/4000 courses)	40
Minimum credit hours (3000/4000 courses) in major completed at SWOSU	12
Minimum credit hours at SWOSU (15 of the last 30)	30
Minimum Grade Point Average in all coursework	2.00
Minimum Grade Point Average in major	2.00

Request for Program Modification

Oklahoma State Regents for Higher Education

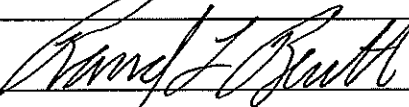
Institution submitting request: Southwestern Oklahoma State University
 Contact person: Dr. Blake I. Sonobe
 Title: Provost
 Phone number: 580/774-3264

Current title of degree program (Level II): Bachelor of Science
 Current title of degree program (Level III): Information Systems
 State Regent's three-digit program code: 147
 Degree Granting Academic Unit: Department of Accounting, Computer Science and Entrepreneurship
 With options in: A. _____
 B. _____
 C. _____
 D. _____
 E. _____

TYPE OF REQUEST: Check those appropriate and complete appropriate pages **ONLY!**

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

*Complete and return **ONLY** this cover sheet **AND** the appropriate page specifying the requested modification!*

Signature of President:  Date: 9/9/11
 Date of Governing Board Approval: _____

(1) Program Deletion

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)

Institution submitting request: Southwestern Oklahoma State University

State Regents' three-digit program code and Program name of program to be modified:
147 Bachelor of Science in Information Systems

(1) PROGRAM DELETION **Delete program and all options**

Are students still enrolled in degree program? No Yes

If yes, how many? 11 Expected date of graduation for last student: 2015

Number of courses which will be deleted as a result of this action: None

If no courses are being deleted, explain: The difference between the B.S. in Computer Science and the B.S. in Information Systems is four courses. Information Systems will be added as an option in the B.S. in Computer Science program. The four courses will be offered once every two years or approximately one course each semester over a two-year period. The IS courses are also taken as electives in the CS program.

Funds available for reallocation: No Yes

If yes, which departments/programs will receive the reallocated funds? _____

If no funds are available for reallocation, how will funds be used? _____

Reason for requested action (attach no more than one page if space provided is inadequate):

The demand for the B.S. in Information Systems major is significantly less than we anticipated and does not meet the state enrollment and graduate requirements for continuation. The major was initiated due to the popularity of the Information Systems-type courses offered as electives in the Computer Science major. We will add the Information Systems option in the Computer Science degree program since the courses are routinely offered.

Minutes for September 16, 2011

Request for Program Modification

Attachment A
Page 38 of 62

Oklahoma State Regents for Higher Education

Institution submitting request: Southwestern Oklahoma State University
Contact person: Dr. Blake Sonobe
Title: Provost
Phone number: 580-774-3771

Current title of degree program (Level II): Bachelor of Science
Current title of degree program (Level III): B. S. in Park Law Enforcement
State Regent's three-digit program code: 146
Degree Granting Academic Unit: Department of Park and Recreation Management
With options in: A. _____
B. _____
C. _____
D. _____
E. _____

TYPE OF REQUEST: Check those appropriate and complete appropriate pages ONLY!

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name
and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification

*Complete and return **ONLY**
this cover sheet **AND** the
appropriate page specifying
the requested modification!*

Signature of President:  Date: 9/9/11
Date of Governing Board Approval: _____

(4) Option Addition

Minutes for September 16, 2011

Attachment A
Page 39 of 62

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)

Institution submitting request: Southwestern Oklahoma State University

State Regents' three-digit program code and Program name of program to be modified:

146 Bachelor of Science in Park Law Enforcement

(4) PROGRAM OPTION ADDITION

Name of new option(s): A: CLEET Option

B: Standard Option

C: _____

D: _____

New option(s) objective: Meet state certification requirements for law enforcement officers in Oklahoma and to enhance current programming for prospective park rangers.

Will the new option be offered via electronic media? No Yes

Mode of delivery to be used: Classroom instruction, discussions, laboratories

Is this degree program already approved for electronic delivery? No Yes

If not, will the majority of the program (defined as 50% of the required courses in the major) under this option be available to students via electronic media? No Yes

(If yes, please explain in detail on a separate page the procedures to be used.)

Attach a list of courses that will support the(se) option(s). Asterisk any new courses.

Please attach the proposed curriculum requirements for the new option, noting the common core of courses with the main program.

Reason for requested action: Meeting market demand for certified law enforcement officers in the state of Oklahoma while reducing the fiscal investment required for newly hired officers at the municipal, county and state levels.

(attach documentation if necessary)

Will requested change require additional funds? No Yes

If yes, please specify the amount of the additional costs, the source of the funds, and how they will be expended (if explanation exceeds space provided, attach no more than one page). _____

**(3) Program Name Change
Degree Designation Change**

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)

Institution submitting request: Southwestern Oklahoma State University

Program name and State Regents' three-digit code of program to be modified:
146 Bachelor of Science in Park Law Enforcement

(3) PROGRAM NAME CHANGE AND/OR DEGREE DESIGNATION CHANGE:

Proposed program name: Bachelor of Science in Parks and Wildlife Law Enforcement

Proposed degree designation to be conferred (if different): Bachelor of Science

Will requested change affect curriculum? No Yes

If yes, please attach current and proposed curriculum degree program requirements and degree program objectives (on no more than three pages). Indicate the changes clearly.

Will requested change require additional funds? No Yes

If yes, please specify the amount of the additional costs, the source of the funds, and how funds will be expended (if explanation exceeds space provided, attach no more than one page).

Reason for requested action: This program change will help meet market demand for CLEET certified police officers for municipal, county and state law enforcement agencies in the state of Oklahoma while providing special emphasis for state park law enforcement professionals and their supporting agencies.

(Current)
BACHELOR OF SCIENCE
PARK LAW ENFORCEMENT

GENERAL EDUCATION

Courses that are required are in bold type.
Courses that are *recommended* are in italics.

Park Law Enforcement Major
Code No. 161

TOTAL HOURS.....43 - 44

Composition.....6
ENGL 1113 English Composition I
ENGL 1213 English Composition II

Mathematics.....3
MATH 1143 Math Concepts
MATH 1513 College Algebra OR
higher numbered math course

Computer Applications.....2
COMSC 1022 Computer & Information Access

Natural Sciences8
BIOL 1004 Biological Concepts
SCI 1514 Concepts of Physical Science
ASTRO 1904 Astronomy
GEOL 1934 Physical Geology
CHEM 1004 General Chemistry OR
higher numbered chemistry course

Humanities & Fine Arts.....6
ART 1223 Art Survey
LIT 2413 Intro to Literature
MUSIC 1013 Intro to Music I
PHILO 1453 Intro to Philosophy
COMM 1313 Intro to Public Speaking

U.S. History & Government.....6
POLSC 1103 American Government & Politics
HIST 1063 U.S. History

Economic & International Studies6
HIST 1033 World History
GEOG 1103 World Cultural Geography
ECONO 2263 Intro to Macroeconomics OR
ECONO 2363 Intro to Microeconomics

Behavioral, Social, & Cultural Studies6 - 7
PSYCH 1003 *General Psychology*
SOCIO 1003 Intro to Sociology
_____4 *World Languages*
TECH 1223 Technology and Society
KINES 1133 Wellness Concepts & Exercise Appl

Required Courses 41-42
 PRM 2102 Foundations of Parks and Recreation
 PRM 3122 Wilderness First Aid
 PRM 3133 Emergency Response
 PRM 3161 Lifeguarding
 PRM 3441 High Angle Rescue
 OR PRM 3452 Advanced Ropes
 PRM 3663 Recreation Management
 PRM 3702 Recreational Areas and Facilities Mngmt
 PRM 4113 Risk Management in Recreation
 NRM 4201 The Park Ranger
 NRM 4211 Game and Fish Law
 PRM 4221 Small Craft Safety
 PRM 4231 Custody and Control
 PRM 4241 Firearm Safety
 PRM 4663 Outdoor Recreation
 NRM 4773 Natural Resource Recreation Management
 PRM 4996 AND PRM 4997 Internship in Professional
 Recreation (Park Law Enforcement -520 hours)

Electives to bring total to120

REGULATIONS PERTAINING TO GRADUATION

Minimum credit hours for graduation..... 120
 Minimum credit hours in the liberal arts & sciences..... 55
 Minimum credit hours in upper-division
 (3000/4000 courses) 40
 Minimum credit hours (3000/4000 courses)
 in major completed at SWOSU 8
 Minimum credit hours at SWOSU (15 of the last 30)..... 30
 Minimum Grade Point Average in all coursework 2.00
 Minimum Grade Point Average in major 2.00

(Proposed)
BACHELOR OF SCIENCE
PARKS AND WILDLIFE LAW ENFORCEMENT

GENERAL EDUCATION

Courses that are required are in bold type.
Courses that are *recommended* are in italics.

Parks and Wildlife Law Enforcement Major
Code No. 161

TOTAL HOURS 43 - 44

Composition 6

- ENGL 1113 English Composition I
- ENGL 1213 English Composition II

Mathematics 3

- MATH 1143 Math Concepts
- MATH 1513 College Algebra OR
higher numbered math course

Computer Applications 2

- COMSC 1022 Computer & Information Access

Natural Sciences 8

- BIOL 1004 Biological Concepts
- SCI 1514 Concepts of Physical Science
- ASTRO 1904 Astronomy
- GEOL 1934 Physical Geology
- CHEM 1004 General Chemistry OR
higher numbered chemistry course

Humanities & Fine Arts 6

- ART 1223 Art Survey
- LIT 2413 Intro to Literature
- MUSIC 1013 Intro to Music I
- PHILO 1453 Intro to Philosophy
- COMM 1313 Intro to Public Speaking

U.S. History & Government 6

- POLSC 1103 American Government & Politics
- HIST 1063 U.S. History

Economic & International Studies 6

- HIST 1033 World History
- GEOG 1103 World Cultural Geography
- ECONO 2263 Intro to Macroeconomics OR
- ECONO 2363 Intro to Microeconomics

Behavioral, Social, & Cultural Studies 6 - 7

- PSYCH 1003 *General Psychology*
- SOCIO 1003 Intro to Sociology
- 4 World Languages
- TECH 1223 Technology and Society
- KINES 1133 Wellness Concepts & Exercise Appl

Required Courses (37 hours)

- PRM 2102 Found of Parks & Recreation
- PRM 3122 Wilderness First Aid
- PRM 3133 Emergency Response
- PRM 3663 Recreation Management
- PRM 3702 Rec Areas & Facilities Mngmt
- PRM 4113 Risk Mngmt in Recreation
- NRM 4172 Natural Resource Law
- NRM 4201 The Park Ranger
- NRM 4211 Game and Fish Law
- NRM 4773 Natural Resource Rec Mngmt
- NRM 4812 Wildlife Management
- NRM 4997 & Internship in Parks & Wildlife Law
- NRM 4996 Enforcement (520 hours)

CLEET Option (27 hours)

- PRM 3111 Intro to Parks & Wildlife Law Enforc
- PRM 4382 Basic Tracking
- PRM 4404 Legal Issues
- PRM 4421 Traffic Law
- PRM 4433 Criminal Investigations
- PRM 4441 Radar Operations
- PRM 4452 SFST/ Drug Recognition
- PRM 4664 Firearms
- PRM 4674 Defensive Tactics
- PRM 4683 Patrol Procedures
- PRM 4511 Community Policing
- PLSC 2211 Emergency Vehicle Operations (Taken at OSU-OKC)

Standard Option (Choose at least 4 hours from courses listed below)

- PRM 2201 Basic Handgun
- PRM 3152 SCUBA
- PRM 3161 Lifeguarding
- PRM 3441 High Angle Rescue
- PRM 3452 Advanced Ropes
- PRM 4221 Small Craft Safety/ Boating Law
- PRM 4663 Outdoor Recreation
- PRM 4881 Tactical Carbine
- NRM 4802 Wildland Fire Ecology
- NRM 4832 Wildlife Habitat Management
- PRM 4001-4 Seminar in Resource Management
- COMSC 3253 Intro to Computer Forensics

Electives to bring total to 120

REGULATIONS PERTAINING TO GRADUATION

- Minimum credit hours for graduation 120
- Minimum credit hours in the liberal arts & sciences 55
- Minimum credit hours in upper-division
(3000/4000 courses) 40
- Minimum credit hours (3000/4000 courses)
in major completed at SWOSU 8
- Minimum credit hours at SWOSU (15 of the last 30) 30
- Minimum Grade Point Average in all coursework 2.00
- Minimum Grade Point Average in major 2.00

Proposed Changes

Required Courses:

Delete PRM 3161 Lifeguarding
Delete PRM 3441 High Angle Rescue
Delete PRM 3452 Advanced Ropes
Delete PRM 4221 Small Craft Safety
Delete PRM 4231 Custody and Control
Delete PRM 4241 Firearm Safety
Delete PRM 4663 Outdoor Recreation
Add NRM 4172 Natural Resource Law
Add NRM 4812 Wildlife Management

The CLEET and Standard Options are new to the major.



September 7, 2011

Board of Regents
Regional University System of Oklahoma
Landmark Tower, Suite 320
3555 N.W. 58th Street
Oklahoma City, OK 73112

RE: Academic Affairs Agenda Items –September 16, 2011
1. Letter of Intent
2. Request for Posthumous Degree
3. Mabel Bassett Project - Request to move from Pilot Project Status to Permanent Status

Dear Board:

Please place the University of Central Oklahoma on the Academic Affairs Committee Agenda for the September 16, 2011, Regional University System of Oklahoma meeting. We would like to request approval of the following:

1. **Letter of Intent-** This is to inform you of the University of Central Oklahoma's intent to submit a request for the following Master of Arts program: M.A. in Gerontology

Gerontology currently exists as an option under the Master of Education in Adult Education. This request will allow it to be offered as a stand-alone Master of Arts degree within the College of Liberal Arts.

2. **Request for Posthumous Degree:** In accordance with the Oklahoma State Regents for Higher Education's policy on Posthumous Degrees 3.14., the University of Central Oklahoma is requesting approval to award a posthumous baccalaureate degree to Ms. Raye Pelfrey-Fowler. Raye passed away in November of 2010 due to non-hodgkin's lymphoma. She was within seven credit hours of earning her bachelor's degree in General Studies. Ms. Pelfrey-Fowler had completed 118 hours of the 124 hours required for graduation with a GPA of 3.02. The Associate Vice President/Registrar, the Dean of the College of Education and Professional Studies, and the Provost/Vice President for Academic Affairs join me in supporting this request.

Page 2

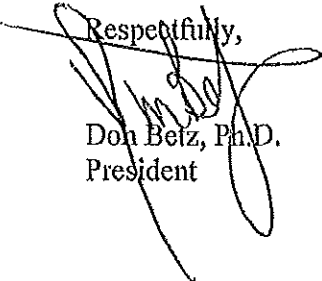
3. Mabel Bassett Project Final Status Report - Request to move from Pilot Project Status to Permanent Status

Per our agreement to provide annual updates regarding the Mabel Bassett Correctional Center pilot project, please accept this status report reflecting the final results of the pilot program. In addition, UCO would like to request approval to move this program from a pilot project status to a permanent status.

This pilot program allows the University of Central Oklahoma to provide the curriculum leading to the Bachelor of Science in General Studies to inmates at the Mabel Bassett Correctional Center through a print-only (correspondence) delivery method. Over the duration of the Mabel Bassett pilot project, 11 students enrolled in a total of 25 courses; 44% of courses were completed; 48% of courses are currently in progress; and 8% of courses were dropped. Of the courses that were completed, 90.9 % of the students successfully completed courses. From the original group of students, one student is scheduled to graduate upon the completion of her final course this September. Based upon these statistics, UCO considers the pilot project a success and wish to continue offering this program.

Please let me know if additional information is needed.

Respectfully,



Don Betz, Ph.D.
President



September 7, 2011

Dr. Glen D. Johnson, Chancellor
Oklahoma State Regents for Higher Education
P.O. Box 108850
Oklahoma City, OK 73101-8850

Dear Dr. Johnson:

RE: Letter of Intent

This is to inform you of the University of Central Oklahoma's intent to submit a request for the following Master of Arts program:

M.A. in Gerontology

Gerontology currently exists as an option under the Master of Education in Adult Education. This request will allow it to be offered as a stand-alone Master of Arts degree within the College of Liberal Arts.

Your consideration of this letter of intent is appreciated. Please feel free to contact Dr. William Radke in the Academic Affairs office at (405) 974-3371 or me with any questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read 'Don Betz', is written over the typed name and title.

Don Betz, Ph.D.
President

cc: Connie Reilly, Chair
Academic Affairs Committee
Regional University System of Oklahoma

Board of Regents of Central Oklahoma Edmond Oklahoma



Upon recommendation of the Faculty and by authority of the Oklahoma State Regents for Higher Education hereby posthumously confer upon

A. Ruge Helweg-Jonker

the degree

Baccalaureate of Science

with all honors, rights and privileges appertaining therein, in recognition of fulfillment of the requirements for this degree. In Witness Whereof, we have subscribed our names and affixed the seals of the Boards of Regents of Oklahoma

December 15, 2011

Julie Carson



J. H. Hurd
Secretary, Regents for Higher Education

Robert J. Homan
Chairman, Regents for Higher Education

[Signature]

William J. Radke

Michael W. Hitt

President of the University

President

Chairman, Regional University System of Oklahoma

The University of Central Oklahoma
and
The Mabel Bassett Correctional Facility
Pilot Project
Spring 2009 through Spring 2011

The Bachelor of Science in General Studies
For Incarcerated Students
Final Report -- July 18, 2011

Submitted by: Ms. Laura Rash, Coordinator of Flex-Ed
Ms. Sandra Franklin, Director of Distance Ed
Dr. Linda Banks, Executive Director of the
Center for Professional and Distance Education

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The University of Central Oklahoma has concluded its pilot project with the Mabel Bassett Correctional Center to provide the opportunity for incarcerated persons to earn a baccalaureate degree through UCO's Flex-Ed (correspondence) delivery method. This report contains the final results of the pilot program and recommendations for the future.

Background

In 2008, the education coordinator for the Mabel Bassett Correctional Center contacted the University of Central Oklahoma (UCO) with a request for UCO to provide degree completion opportunities for its inmates. Incarcerated persons in the State of Oklahoma have opportunities to earn associate's degrees but no in-state opportunities to earn baccalaureate degrees. This pilot program was created to provide this opportunity to those incarcerated in the state.

In December 2008, UCO and Mabel Bassett entered into a pilot program for this purpose. The pilot was designed to allow those incarcerated in Mabel Bassett to pursue a Bachelor of Science degree in General Studies, with the following parameters:

- The potential student must have completed an associate's degree with Rose State College;
- The potential student must pay for their course work through grants or private funding;
- UCO's Center for Professional and Distance Education (CPDE) would coordinate the admissions process as well as other student support services;
- CPDE would coordinate providing course materials to the Mabel Bassett inmates in compliance with Mabel Bassett security requirements; and,
- Mabel Bassett education coordinators would provide proctoring for course assessments.

The initial pool of potential students at Mabel Bassett was estimated at approximately 60 students. Most of these students were still in the process of obtaining an associate's degree and were not ready to move on to the baccalaureate program. Nine potential students had previously earned their associate's degree and were eligible to participate in the pilot. Of those nine, six inmates began their course work at UCO with this pilot; other students participated once their associate's degrees were completed.

Completion Statistics

Over the duration of the Mabel Bassett Pilot Project, 11 students enrolled in a total of 25 courses: 44% of courses were completed; 48% of courses are currently in progress; and, 8% of courses were dropped. Of the courses that were completed: 63.6% received a final grade of A; 27.3% received a final grade of B; and 9.1% received a final grade of F. From the original group of students, one student is scheduled to graduate upon the completion of her final course this September.

Based upon these statistics, UCO considers the pilot project a success. In addition, over the course of the two years, UCO observed how the project could be further strengthened by addressing funding, course delivery, and course quality issues.

Recommendations

Funding

The February 15, 2010 Status Report listed funding as the most pressing concern for the project. Since this report one of the sources for funding, the Youthful Offenders Grant has been unfunded for the next fiscal year. In order to address the issues of funding, UCO will bring the price structure for all Flex-Ed courses in line with tuition costs for traditional on-campus courses, thus making them more affordable to incarcerated students. UCO is currently researching student needs in order to develop a structured payment plan for incarcerated students. The University is also exploring availability of other grant options for incarcerated individuals through government and tribal sources.

Delivery Methodology

Based upon feedback from College Coordinators from various Oklahoma correctional facilities, including Mabel Bassett, one of the current limitations of UCO's Flex-Ed courses is the traditional paper-delivery method. Lessons and tests that are submitted for grading must pass through facility screening both upon delivery and upon return receipt. The conjuncture of the security screening process and time spent in transit between the facility, the University, and the course grader can lead to a lapse in time of more than 30 days from submission to return. According to facility College Coordinators, this lapse of time inhibits student retention of course content. It also leads to decreased enthusiasm and interest in courses resulting in course drops and lower grades.

To address these issues, CPDE recommends an overhaul of the current delivery method of the Flex-Ed program. UCO will transition its courses to a DVD delivery method. The electronic format will allow facility College Coordinators to utilize email to deliver lessons and tests, greatly reducing time spent in transit. It will also greatly reduce facility dependence on copying, a previously overlooked budgetary strain placed on Mabel Bassett. In addition to the DVD disc delivery, UCO plans to utilize Interactive Video Education (IVE) to enhance the Flex-Ed program. Currently the UCO IVE department links with eight correctional facilities, including Mabel Bassett. The addition of IVE support to the Flex-Ed program allows for corrections students to have more direct interaction with course instructors. It also allows students to participate in a more traditional college experience.

Course Quality

The transition to DVD disc delivery provides the opportunity to update or redesign courses. All courses to be delivered via Flex-Ed would be approved using the review process similar to that applied to UCO online and hybrid courses. The UCO eLearning Evaluation Rubric has been modified to reflect the unique learning environment of Flex-Ed students without sacrificing quality or the educational experience or course content.

Conclusion

At this time UCO is requesting the opportunity to continue providing an in-state baccalaureate degree option to the students at Mabel Bassett via Flex-Ed courses and move from a pilot project status to a permanent status.

**Appendix A: OSRHE Letter Referencing Approval of Exception to Policy
3.14.5.C.2 . Original approval received 4/28/08.**

0008-09



C: Radke File: CPDS
Pope
Vereidler

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

Improving our future by degrees

May 10, 2010

RECEIVED
JUN 02 2010
ACADEMIC AFFAIRS



RECEIVED
MAY 10 2010
ACADEMIC AFFAIRS

President W. Roger Webb
University of Central Oklahoma
100 North University Drive
Edmond, Oklahoma 73034-5209

Dear President Webb:

Re: Mabel Bassett Pilot Project

At the April 22, 2010 meeting, the State Regents received a report on the Mabel Bassett Correctional Facility pilot project that includes a policy exception to accepting correspondence credit. The reported concerns about inadequate funding for tuition has been noted and it is anticipated that the University of Central Oklahoma (UCO) will adopt measures to address the issues of funding for the program.

This project is an important effort to reduce recidivism rates of incarcerated women by ensuring they are job ready upon release. Therefore, analysis and information related to the project is critical. A comprehensive report of the pilot project in its final year (May 2011) is anticipated to include a recommendation about the future of the project.

UCO and Mabel Bassett Correctional Facility are commended for the combined leadership and extensive planning involved in this pilot. Should you need further information, please contact Dr. Houston D. Davis, Vice Chancellor for Academic Affairs at (405) 225-9170.

Sincerely,

Glen D. Johnson
Chancellor

GDJ/jd

655 Research Parkway, Suite 200 - Oklahoma City, Oklahoma 73104-3603
P.O. Box 108850 - Oklahoma City, Oklahoma 73101-8850
www.okhighered.org - Phone: 405.225.9100 - Fax: 405.225.9230

Appendix B – Exception Request to Chancellor Johnson

December 1, 2008

Dr. Glen D. Johnson, Chancellor
Oklahoma State Regents for Higher Education
P.O. Box 108850
Oklahoma City, OK 73101-8850

Dear Chancellor Johnson:

Re: Request to exceed 30 hour limit on the application of correspondence credit toward baccalaureate degree completion for incarcerated female inmates at the Mabel Basset Correctional Facility as part of a pilot project.

The University of Central Oklahoma requests permission to apply credit earned via UCO correspondence as needed for baccalaureate degree completion for female incarcerated students at the Mabel Basset Correctional Facility as a pilot project. In some cases, the number of credit hours earned through correspondence will exceed 30.*

Because security concerns make it difficult for these students to complete university degrees via traditional means, correspondence provides an ideal and effective course delivery method. Yet, only out-of-state colleges/universities currently offer baccalaureate degree programs to incarcerated students via correspondence.

The University of Central Oklahoma is uniquely positioned to provide an in-state baccalaureate degree option for this population. UCO's Correspondence Education Office, administered by the Office of Academic Affairs, has a strong administrative structure and successful history of course delivery. Its existing course bank has depth and variety with sufficient coursework to support several areas of concentration within the General Studies baccalaureate degree program. UCO also has an institutional policy waiver which allows the application of credit earned via correspondence to meet Oklahoma State Regent policy undergraduate degree requirements. Finally, through its \$50,000 federally-funded inter-local agreement with the Department of Corrections, UCO has had significant experience in serving this population.

Informal discussions with several state-wide agencies, including the Department of Corrections, indicate there is state-level interest in providing incarcerated female students with local avenues to pursue higher education. Last year, female incarceration increased 14% in Oklahoma and most of these cases involved non-violent crimes. These individuals will one day return to the community, and holding a baccalaureate degree will provide improved employment opportunities. State-wide data indicate individuals re-entering society with higher level degrees have significantly decreased recidivism rates, a factor that could potentially result in significant savings to the people of Oklahoma - both in human and fiscal terms.

It is requested this pilot project begin with the spring 2009 semester and continue for two years at which time it will be evaluated for continuance. Although UCO does not expect it will have any incarcerated students eligible for graduation at the end of the pilot project, sufficient time shall have passed to determine whether it is viable. Attached is the document outlining the details of the pilot project.

Thank you for your consideration of this request. We look forward to hearing your decision.

Sincerely,

W. Roger Webb
President

*Institutional Exception to Undergraduate Degree Requirements, Policy 3.14.5.C.2 granted on April 28, 2008, limits the number of credit hours earned through correspondence study and applied to any UCO degree to 30.

Appendix C – Program Plan

The University of Central Oklahoma
and
The Mabel Bassett Correctional Facility
Pilot Project
Spring 2009 through Fall 2010

The Bachelor of Science in General Studies
for
Incarcerated Students

Request: Allow the University of Central Oklahoma to apply credit earned via the UCO Correspondence Office as needed for baccalaureate degree completion for students at the Mabel Bassett Correctional Facility.

Purpose: Incarcerated students at the Mabel Bassett Correctional Facility currently complete college degrees primarily at Rose State College for the associate degree and out-of-state universities for the bachelor's degree. This proposal would provide a baccalaureate degree completion option with the University of Central Oklahoma.

Student Population: There are currently 62 students enrolled in college-level coursework at Mabel Bassett. Fifteen are ready to begin a baccalaureate degree. Each will begin his/her upper division coursework at various times in the coming semesters. It is the opinion of the administration at Mabel Bassett that those who begin with UCO will continue with the program until degree completion. The fifteen identified individuals have completed an associate degree and must complete a minimum of 60 credit hours with a senior level institution to meet minimum degree requirements for a baccalaureate program.

Program: The Bachelor of Science in General Studies has been selected as the appropriate degree for this initiative, primarily due to its flexibility. There are over 168 credit hours in the UCO Correspondence Course Bank that can be applied to the degree program, including 30 hours of business, 63 hours of social sciences and 27 hours of math and science. This allows the student population to concentrate in business, sociology and/or criminal justice. New areas of concentration will be added to this list as more traditional courses are developed for correspondence delivery.

Since the targeted population will have completed an associate degree at the point of UCO program entry, there will be no need and there currently are no plans to provide remedial instruction. Those who must take developmental coursework must make alternate arrangements.

Methods of Delivery: Print-only or correspondence will be the primary delivery method for this program. Although some coursework may be offered via interactive video (ITV) in the future, there would have to be sufficient demand for the course to "make." Correspondence provides a more reliable delivery platform for this student population and is the method used by out-of-state providers at this time. Students may not take online courses and do not have internet access. There is no plan at this time for faculty to deliver coursework on site, however, faculty members do create the courses and tests, grade all assignments, and provide written feedback to the student.

Student Services: The UCO Correspondence Office acts as the liaison between the student and campus. This includes interaction with the faculty, UCO's Center for Academic Advisement, and other campus services. Course materials and books are purchased on behalf of the student by the Correspondence Office and these materials are delivered on-site. For this project, staff within the Correspondence Office will coordinate with Mabel Bassett to establish a secure, monitored site for testing at that facility.

Payment for Coursework: Students are personally responsible for paying for tuition, books and fees. Usually parents, grandparents or churches pay the costs. There is a Youthful Grant Offenders Program that provides monies for inmates under the age of 25. The Correspondence Office plans to research and identify additional scholarship resources for this population.

Assessment: At the end of two years, the project will be reviewed by the Office of Academic Affairs and the administration at Mabel Bassett to determine the program's effectiveness and make a recommendation regarding continuance. Although no student will have graduated by that time, several areas will be assessed including student and faculty perceptions of effectiveness, ease of course delivery, systemic processes and sources of student funding. Should it be decided that the program will not continue, any currently enrolled student will be allowed to complete the program under the original parameters.

Advantages: The administrators at the Mabel Bassett Correctional Facility cite the following as advantages to UCO providing a bachelor's degree completion program for their students:

- UCO has an existing and extensive correspondence course bank including over 168 hours of credit that can be applied to the General Studies Degree Program.
- Tuition and fees would be dramatically more cost-effective to students and their families at the in-state rate.
- UCO has an inter-local agreement with the Department of Corrections.
- Earning a degree would return changed offenders to society with a higher chance for success.
- Recidivism is greatly reduced for individuals holding college degrees.
- Released inmates who hold earned degrees would be better role-models, tax-payers and able to contribute to the economic health of the region.
- The UCO Correspondence Office has previously established a strong and positive working relationship with Mabel Bassett.
- Approximately 84 students may wish to complete bachelor's degrees in the future, should the cost become affordable and a degree program be made available.

Support: The administration at the Mabel Bassett Correctional Facility and the Department of Corrections have been very supportive of this initiative. There has been additional interest voiced by the Communities Foundation of Oklahoma. We, too, at UCO strongly support this effort. It is our hope that the University of Central Oklahoma may be allowed to play a small part in helping these women re-enter society with a battery of skills and attitudes they can utilize to become self-sufficient and productive.

Appendix D – February 15, 2010 Status Report

Mabel Bassett Pilot Project

Status Report

February 15, 2010

Background:

Oklahoma incarcerates more women per capita than any state in the nation. This takes an enormous toll on the state's human and economic capital. Upon release, most will reenter society without the requisite educational background needed to maintain independence and many will become inmates again. An exception to this pattern was shown for those who had achieved higher levels of education while incarcerated. They integrated into society more successfully and were less likely to return to prison.

History:

In 2008 the University of Central Oklahoma was contacted by the Mabel Bassett Women's Prison and asked to make bachelor's degrees available to inmates. Community colleges had been providing associate level degrees to this population for many years with a positive impact on the recidivism rate for those who graduated. However for a variety of reasons, no Oklahoma public university had been able to provide the baccalaureate degree. Those inmates who wished to continue on to complete a baccalaureate degree had to do so through out-of-state institutions.

UCO subsequently requested and was granted an exception to state policy by the Oklahoma State Regents for Higher Education which enabled the university to provide the Bachelor of Science in General Studies to this population through a print-only delivery method.

Current Status:

- There are currently six participants in the pilot project.
 - One student has only 9 hours to complete and may graduate as early as fall 2010.
 - The remaining 5 have from 37-60 hours to complete.
- UCO has created an information brochure and it has been distributed to the Mabel Bassett facility.
- Preliminary research has been conducted to ascertain funding sources for the population.
- Inquiries from other prison facilities asking about participation have been received.

Concerns:

- The most pressing issue for students in this program is funding. Participants are not eligible for federal Title IV student aid and rely on private sources or Youthful Offenders Grants. Although some churches have programs directed toward the prison population, there is no central “clearinghouse” for programs of this type. Participants must seek out funding sources individually. Since the cost of each course is approximately \$570 (this includes tuition, fees and books), locating funding sources is key to a student’s participation.
- One possible source of assistance in locating and compiling information about funding sources may be found within the Oklahoma Women’s Coalition. The number of women incarcerated in Oklahoma and ways in which this population’s needs may be addressed are among the most pressing areas of concern for this organization. Ms. Mask and Dr. Wilson-Martin both participate in the Women’s Coalition.

Submitted by: Ms. Linda Mask, Director of Flex-Ed and Dr. Evelyn Wilson-Martin, AVP for Academic Affairs

Appendix E – Letters of Request

December 18, 2008

Dr. Evelyn Wilson-Martin:

My name is Lowell Doss. I am the new college coordinator for Mabel Bassett Correctional Center in McLoud, Oklahoma. I quickly realized all of the Bachelor students were taking their college correspondence classes at LSU, Adams State in Colorado, California, Missouri, and we had a student graduate this year from Ohio State University. The students shared with me they can earn a degree without setting foot on the campus. MBCC is a maximum-security prison. Many of our students are here for a long time. They would like to earn a degree from an Oklahoma university, but they are forced to look at other options out of state. We currently have over one hundred students working toward an Associate's Degree at Rose State and Seminole State. We would much rather support our state colleges instead of sending tuition and funding out of state.

I contacted several state colleges before contacting Pam Washington, UCO Dean of the College of Liberal Arts, in May of 2008. Her interest and support led me to Linda Mask, UCO Director of Correspondence Education. Linda Mask and I recently met with MBCC Deputy Warden King. We all agree on the need for a Bachelor's Degree program from UCO. I hope we can make this happen.

Sincerely,

Lowell Doss, College Coordinator

December 18, 2008

Dr. Evelyn Wilson-Martin:

I am currently incarcerated at the Mabel Bassett Correctional Center and have been sentenced to Life Without Parole. I have been attending Rose State and Seminole State Colleges collectively in order to achieve an Associate Degree in Liberal Studies. I will graduate after the 2009 Spring semester from Rose State. I have just enrolled in my first class with UCO to work toward a Bachelor Degree in Liberal Studies. I want the English focus, Major Code: 5040. I wanted my first class to be ENG 4283 English Grammar and Usage because I am currently focused on tutoring a college preparation writing class. My desire is to help educate others who will have the chance to go out and use their college education and experiences to help better their lives and the society in which they live. If, by the grace of God, I am one day released, I would like to continue using my education to help educate others in an effort to keep them from falling into a life that will lead them to prison.

The greatest desire is that I be beneficial in depleting the prison bound population, return or first time. I also wish to make sure that Oklahoma receives the credit for helping make this dream a reality. Oklahoma is the state that incarcerates more women than any other and it is my belief that Oklahoma should be the ones to offer us the education needed to relieve our wonderful state of the burden of warehousing women uselessly. The system needs improvement, and the best way to achieve that goal is through education and belief in God. The combination of the two can't be beat. After all is said and done, please help us reach for the stars and achieve the goal of an Oklahoma-based Bachelor program. There is such a great need for this program and no where to turn, but out of state colleges. Thank you for considering this request and allowing me access to your college in my effort and realizing my dreams of an excellent "Oklahoma" education.

Sincerely,

Christie Noyce #223866