

## NEW UNITS OF INSTRUCTION AT PUBLIC COMMUNITY COLLEGES

**Submitted for:** Action.

**Summary:** This item requests approval of eight new associate degree programs to be offered at six community colleges.

**Action Requested:** That the Illinois Board of Higher Education approve the following programs at the colleges indicated:

Elgin Community College

- Associate of Applied Science (A.A.S.) in Radiography / Radiologic Technology

Lake Land College

- Associate of Applied Science (A.A.S.) in Fire Service Technology

Lewis and Clark Community College

- Associate of Applied Science (A.A.S.) in Electrical Journeyman

South Suburban College

- Associate of Applied Science (A.A.S.) in Fitness Professional

Waubonsee Community College

- Associate of Applied Science (A.A.S.) in Emergency Medical Technician-Paramedic

William Rainey Harper College

- Associate of Applied Science (A.A.S.) in Environmental Health
- Associate of Applied Science (A.A.S.) in Occupational Health and Safety
- Associate of Applied Science (A.A.S.) in Forensic Science



STATE OF ILLINOIS  
BOARD OF HIGHER EDUCATION

**NEW UNITS OF INSTRUCTION AT PUBLIC COMMUNITY COLLEGES**

By statute, the Illinois Board of Higher Education is responsible for approving new associate degree programs proposed by public community colleges. The Board's approval criteria, defined in administrative rules, address relevance to college mission, academic control, faculty and staff, support services, financial resources, student demand, employer demand, curriculum, and congruence with IBHE policies and priorities. Before a recommendation for approval of an associate degree program is submitted to the IBHE for approval, staffs of the IBHE and the Illinois Community College Board (ICCB) review the proposal. Once agreement is reached on a proposal having met the approval criteria, a recommendation for approval is presented to each board.

**Elgin Community College**  
**1700 Spartan Drive**  
**Elgin, Illinois 60123**  
**President: David Sam**

- Associate of Applied Science (A.A.S.) in Radiography/Radiologic Technology

**Background and History.** Elgin Community College was founded in 1949. Between 1949 and 1966, the College was controlled by Public School District U-46 in Elgin. It became a freestanding public community college under the Community College Act in 1966, with its own governing board. The main campus was opened in 1970 and the Fountain Square campus opened in 1983. The College now enrolls approximately 11,000 students. The College is a member of the North Central Association of Colleges and Schools and is accredited by that association's Higher Learning Commission.

The College is now seeking authorization to offer a 72-semester-credit-hour Associate of Applied Science degree in Radiography/Radiologic Technology.

**Mission and Objectives**

*Criterion 1050.30(a)(1): A) The objectives of the unit of instruction, research, or public service are consistent with the mission of the college or university; B) The objectives of the unit of instruction, research, or public service are consistent with what the unit title implies.*

Elgin Community College's stated mission is "to improve people's lives through learning." To that end, the College endeavors to provide "quality programs and innovative services which meet the academic, cultural and occupational needs of its students and district." It lists the following shared values as intrinsic to its mission: learning, integrity, excellence, fairness, caring, freedom of inquiry, and accountability.

The proposed program falls within the mission of the College.

## **Curriculum / Assessment**

*Criterion 1050.30(b)(1) [applicable only to units of instruction]: A) The caliber and content of the curriculum assure that the objectives of the unit of instruction will be achieved; B) The breadth and depth of the curriculum are consistent with what the title of the unit of instruction implies; C) The admission and graduation requirements for the unit of instruction are consistent with the stated objectives of the unit of instruction; D) Provision is made for guidance and counseling of students, evaluations of student performance, continuous monitoring of progress of students toward their degree objectives and appropriate academic record-keeping.*

*Criterion 1050.30(a)(2): The design, conduct, and evaluation of the unit of instruction, research, or public service are under the direct and continuous control of the sponsoring institution's established processes for academic planning and quality maintenance.*

### **Curriculum.**

This program will prepare individuals for entry-level employment as radiographers in a variety of allied health environments such as hospitals, outpatient clinics and physician offices. The curriculum was developed based on standards established by the American Society of Radiologic Technologists (ASRT) as required by the discipline's accrediting body, the Joint Review Committee on Education in Radiologic Technology (JRCERT). The curriculum consists of 20 semester credit hours of required general education coursework and 52 semester credit hours of required career and technical coursework. The career and technical component of the curriculum consists of instruction in introductory radiography, introductory through advanced level radiographic imaging and procedures, radiologic physics, radiographic pathology, radiographic and sectional anatomy, radiobiology and radiation protection, pharmacology, medical ethics and law, and a required clinical work-based learning experience in radiography

### **Assessment**

Assessment of student learning is incorporated throughout the radiography curriculum. This is required by the programmatic accreditation standards and will be achieved through several methods including evaluation during the student's clinical experience, portfolio review and performance on practice certification exams.

### **Facilities (space, equipment, instructional materials)**

*Criterion 1050.30(a)(4): A) Facilities, equipment, and instructional resources (e.g., laboratory supplies and equipment, instructional materials, computational equipment) necessary to support the high-quality academic work in the unit of instruction, research, or public service are available and maintained; B) Clinical sites necessary to meet the objectives of the unit of instruction, research, or public service; C) Library holdings and acquisitions, owned or contracted for by the institution, that are necessary to support high-quality instruction and scholarship in the unit of instruction, research, and public service, are conveniently available and accessible, and can be maintained.*

There are currently A.A.S. healthcare programs and certificate programs in place that will provide some of the support courses and physical space for the proposed program. The College has developed partnerships with two medical equipment supply companies, Sieman's Corporation and Delta Medical, to provide and equip the teaching and learning laboratory on campus.

## **Faculty and Staff**

*Criterion 1050.30(a)(3): A) The academic preparation and experience of faculty and staff to ensure that the objectives of the unit of instruction, research, or public service are met; B) The academic preparation and experience of faculty and staff, as evidenced by level of degrees held, professional experience in the field of study and demonstrated knowledge of the field, ensure that they are able to fulfill their academic responsibilities; C) The involvement of faculty in the unit of instruction, research, or public service is sufficient to cover the various fields of knowledge encompassed by the unit, to sustain scholarship appropriate to the unit, and to assure curricular continuity and consistency in student evaluation; D) Support personnel, including but not limited to counselors, administrators, clinical supervisors, and technical staff, which are directly assigned to the unit of instruction, research, or public service, have the educational background and experience necessary to carry out their assigned responsibilities.*

Faculty currently employed by the college will provide most of the coursework in the program. The College will hire a full time program director who will also teach in the program. In the second year of the program, a full-time clinical coordinator will be hired and will be classified as a faculty member. In addition, one part-time instructor will be hired in year two.

## **Fiscal / Personnel Resources**

*Criterion 1050.30(a)(5): A) The financial commitments to support the unit of instruction, research, or public service are sufficient to ensure that the faculty and staff and support services necessary to offer the unit of instruction, research, or public service can be acquired and maintained; B) Projections of revenues necessary to support the unit of instruction, research, or public service are based on supportable estimates of state appropriations, local tax support, student tuition, and fees, private gifts, and/or governmental grants and contracts.*

Costs of implementing this program will be approximately \$143,020 the first year, \$178,330 the second year, and \$183,000 the third year. These figures include costs for remodeling existing space, hiring a full-time faculty program coordinator with teaching responsibilities during year one with the addition of teaching faculty during years two and three, the initial outlay for equipment, and program accreditation costs. Funding for the program will come from tuition revenue, and reallocated College funds.

## **Accreditation and Licensure**

*Criterion 1050.30(b)(3) [applicable only to units of instruction]: Appropriate steps have been taken to assure that professional accreditation needed for licensure or entry into a profession as specified in the objectives of the unit of instruction is maintained or will be granted in a reasonable period of time.*

Both national certification and state licensure are required for employment in Illinois. Graduates of the program will be prepared for the national certification examination administered by the American Registry of Radiologic Technologists (ARRT) and the Illinois licensure exam administered by the Illinois Emergency Management Agency-Division of Nuclear Safety (IEMA-DNS).

## Need

*Criterion 1050.30(a)(6): A) The unit of instruction, research, or public service is educationally and economically justified based on the educational priorities and needs of the citizens of Illinois; B) The unit of instruction, research, or public service meets a need that is not currently met by existing institutions and units of instruction, research, or public service.*

Labor market information provided by the college supports the need for an educational program in radiography within the college's district. According to the Illinois Department of Employment Security, employment of radiographers is expected to increase faster than the average employment for all occupations statewide through 2014. Furthermore, the college currently sends its students to three other neighboring community colleges for this program of study. Given the local interest in this program by both students and allied health service providers, the college anticipates an enrollment of 20 full-time students per year during the first three years.

## Program Information

*Criterion 1050.30(b)(2) [applicable only to units of instruction]: The information which the institution provides for students and the public accurately describes the unit of instruction, including its objectives, length, residency requirements (if any), schedule of tuition, fees, and all other charges and expenses necessary for completion of the unit of instruction, cancellation and refund policies, student rights and responsibilities, and such other material facts concerning the institution and the unit of instruction as are likely to affect the decision of the student to enroll. Such information shall be available to prospective students prior to enrollment.*

The college's text for its catalog and website provides accurate descriptions of degree programs offered, program objectives and requirements, schedules of tuition, fees, and other expenses necessary for a specific course of study, and procedures governing faculty and student affairs. The institution's cancellation and refund policies are reasonable and fair, and its publications include accurate statements about its accreditation and on transferability of earned credits to other institutions.

**Staff Conclusion.** Elgin Community College and its proposed program meet the criteria to implement the Board of Higher Education Act (110 ILCS 205/et.seq.) as set forth in 23 Illinois Administrative Code, Ch. II, Section 1050.30, and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.

### Lake Land College

5001 Lake Land Boulevard

Mattoon, Illinois 61938

President: Scott Lensink, Interim President

- Associate of Applied Science (A.A.S.) in Fire Service Technology

**Background and History.** Lake Land College was established September 24, 1966. In March of the next year, a president was hired and classes began that September. In 1969, groundbreaking for the first phase of the campus master plan took place. Current enrollment at the College is approximately 7,400 students from across East Central Illinois. The College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

The College is now seeking approval to offer a 65-semester-credit-hour Associate of Applied Science degree in Fire Service Technology.

### **Mission and Objectives**

*Criterion 1050.30(a)(1): A) The objectives of the unit of instruction, research, or public service are consistent with the mission of the college or university; B) The objectives of the unit of instruction, research, or public service are consistent with what the unit title implies.*

The College's mission states that "Lake Land College creates and continuously improves an affordable, accessible, and effective learning environment for the lifelong educational needs of the diverse communities" it serves. It does so through university transfer programs, general education, technical and career education, workforce development, community and continuing education, and intellectual and cultural programs.

The Associate of Applied Science (A.A.S.) degree in Fire Service Technology is consistent with the mission of the College.

### **Curriculum / Assessment**

*Criterion 1050.30(b)(1) [applicable only to units of instruction]: A) The caliber and content of the curriculum assure that the objectives of the unit of instruction will be achieved; B) The breadth and depth of the curriculum are consistent with what the title of the unit of instruction implies; C) The admission and graduation requirements for the unit of instruction are consistent with the stated objectives of the unit of instruction; D) Provision is made for guidance and counseling of students, evaluations of student performance, continuous monitoring of progress of students toward their degree objectives and appropriate academic record-keeping.*

*Criterion 1050.30(a)(2): The design, conduct, and evaluation of the unit of instruction, research, or public service are under the direct and continuous control of the sponsoring institution's established processes for academic planning and quality maintenance.*

#### **Curriculum.**

The proposed 65-semester-credit-hour Associate in Applied Science in Fire Service Technology program is designed to prepare individuals for employment as fire-fighting professionals. The curriculum consists of 29 credits of required general education coursework, 33 credits of career and technical courses, and three credits of electives. The general education courses include English I and II, mathematics, speech, chemistry, sociology, art-two dimensional design, biology, and psychology. The career and technical component of the curriculum includes instruction in fire behavior and combustion, principles of emergency services, fire prevention, fire investigation, fire protection systems, fire science hydraulics and water supply, occupational health and safety and legal aspect of fire service.

#### **Assessment**

The assessment of student learning will be accomplished through quizzes, exams, and demonstrations of relevant skills in technical coursework. Students will be able to classify and analyze causes of different types of fires and types of combustibles, classify occupancy based on building codes, classify and code building construction, differentiate between fire resistance and flame spread, explain different loads and stresses placed on a building and their relationships,

demonstrate a knowledge of fire loss management and life safety, and be able to assist in putting out a fire. The program includes a comprehensive final examination and a capstone project modeled on the Southern Illinois University fire science program. The coordinator of the Southern Illinois University Fire Science program sits on the Lake Land College advisory committee.

### **Facilities (space, equipment, instructional materials)**

*Criterion 1050.30(a)(4): A) Facilities, equipment, and instructional resources (e.g., laboratory supplies and equipment, instructional materials, computational equipment) necessary to support the high-quality academic work in the unit of instruction, research, or public service are available and maintained; B) Clinical sites necessary to meet the objectives of the unit of instruction, research, or public service; C) Library holdings and acquisitions, owned or contracted for by the institution, that are necessary to support high-quality instruction and scholarship in the unit of instruction, research, and public service, are conveniently available and accessible, and can be maintained.*

Current space is sufficient for this program and no additional facilities are required.

### **Faculty and Staff**

*Criterion 1050.30(a)(3): A) The academic preparation and experience of faculty and staff to ensure that the objectives of the unit of instruction, research, or public service are met; B) The academic preparation and experience of faculty and staff, as evidenced by level of degrees held, professional experience in the field of study and demonstrated knowledge of the field, ensure that they are able to fulfill their academic responsibilities; C) The involvement of faculty in the unit of instruction, research, or public service is sufficient to cover the various fields of knowledge encompassed by the unit, to sustain scholarship appropriate to the unit, and to assure curricular continuity and consistency in student evaluation; D) Support personnel, including but not limited to counselors, administrators, clinical supervisors, and technical staff, which are directly assigned to the unit of instruction, research, or public service, have the educational background and experience necessary to carry out their assigned responsibilities.*

The College currently employs eight part-time faculty available to teach in the program and will hire two additional part-time faculty for year one, four more part-time faculty for year two, and four additional part-time faculty for year three. Faculty engaged in providing general education coursework will possess at a minimum a master's degree in the field of instruction. Faculty engaged in providing technical and career coursework will possess at a minimum a bachelor's degree in the field of instruction.

### **Fiscal / Personnel Resources**

*Criterion 1050.30(a)(5): A) The financial commitments to support the unit of instruction, research, or public service are sufficient to ensure that the faculty and staff and support services necessary to offer the unit of instruction, research, or public service can be acquired and maintained; B) Projections of revenues necessary to support the unit of instruction, research, or public service are based on supportable estimates of state appropriations, local tax support, student tuition, and fees, private gifts, and/or governmental grants and contracts.*



The College anticipates spending a total of \$9,000 over the program's first three years to support library costs. Cost for faculty and other program items come from College tuition and fees.

### **Accreditation and Licensure**

*Criterion 1050.30(b)(3) [applicable only to units of instruction]: Appropriate steps have been taken to assure that professional accreditation needed for licensure or entry into a profession as specified in the objectives of the unit of instruction is maintained or will be granted in a reasonable period of time.*

The associate degree program is not a certification program. There is no accreditation or licensure needed for graduation or for acquiring a job in this field. If students are hired by their local fire departments, certification or licensure can be obtained by their departments.

### **Need**

*Criterion 1050.30(a)(6): A) The unit of instruction, research, or public service is educationally and economically justified based on the educational priorities and needs of the citizens of Illinois; B) The unit of instruction, research, or public service meets a need that is not currently met by existing institutions and units of instruction, research, or public service.*

According to the Illinois Department of Employment Security, demand for fire safety professionals is growing and will continue to do so through 2014. Local labor market data as well as community interest also supports the need for this program. Furthermore, the college's advisory council continues to articulate a well-defined need for the continuing education of local fire fighters.

### **Enrollment**

Enrollment projections are ten full-time students in the program's first year, twelve for year two, and twenty five for year three.

### **Program Information**

*Criterion 1050.30(b)(2) [applicable only to units of instruction]: The information which the institution provides for students and the public accurately describes the unit of instruction, including its objectives, length, residency requirements (if any), schedule of tuition, fees, and all other charges and expenses necessary for completion of the unit of instruction, cancellation and refund policies, student rights and responsibilities, and such other material facts concerning the institution and the unit of instruction as are likely to affect the decision of the student to enroll. Such information shall be available to prospective students prior to enrollment.*

The college's text for its catalog and website provides accurate descriptions of degree programs offered, program objectives and requirements, schedules of tuition, fees, and other expenses necessary for a specific course of study, and procedures governing faculty and student affairs. The institution's cancellation and refund policies are reasonable and fair, and its publications include accurate statements about its accreditation and on transferability of earned credits to other institutions.

**Staff Conclusion.** Lake Land College and its proposed program meet the criteria to implement the Board of Higher Education Act (110 ILCS 205/et.seq.) as set forth in 23 Illinois Administrative Code, Ch. II, Section 1050.30, and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.

**Lewis and Clark Community College**  
**5800 Godfrey Road**  
**Godfrey, Illinois 62035**  
**President: Dale Chapman**

- Associate of Applied Science in Electrical Journeyman

**Background and History.** Founded in 1970 in response to a public referendum, Lewis and Clark Community College held its first classes on the grounds of Monticello College, a small, private liberal arts college for women founded in 1838. In 1971, Monticello College closed and its campus became the permanent campus of Lewis and Clark Community College. In addition to the main campus, Lewis and Clark Community College now operates from five community education centers. A campus complex in Edwardsville is being developed with the Edwardsville School District. The first building opened in fall 2003 and the second building in spring 2004. The enrollment has increased over the past decade, with total enrollment in credit and non-credit programs at more than 10,000. The College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

The College now seeks authorization to offer an Associate in Applied Science in Electrical Journeyman.

### **Mission and Objectives**

*Criterion 1050.30(a)(1): A) The objectives of the unit of instruction, research, or public service are consistent with the mission of the college or university; B) The objectives of the unit of instruction, research, or public service are consistent with what the unit title implies.*

The College states its mission as “to empower people by raising aspirations and fostering achievement through dynamic, compassionate, and responsible learning experiences.”

The Associate of Applied Science (A.A.S.) degree in Electrical Journeyman is consistent with the mission of the College.

### **Curriculum / Assessment**

*Criterion 1050.30(b)(1) [applicable only to units of instruction]: A) The caliber and content of the curriculum assure that the objectives of the unit of instruction will be achieved; B) The breadth and depth of the curriculum are consistent with what the title of the unit of instruction implies; C) The admission and graduation requirements for the unit of instruction are consistent with the stated objectives of the unit of instruction; D) Provision is made for guidance and counseling of students, evaluations of student performance, continuous monitoring of progress of students toward their degree objectives and appropriate academic record-keeping.*

*Criterion 1050.30(a)(2): The design, conduct, and evaluation of the unit of instruction, research, or public service are under the direct and continuous control of the sponsoring institution's established processes for academic planning and quality maintenance.*

## Curriculum.

This program will prepare individuals for employment as electrical journeymen, capable of installing and maintaining commercial and residential electrical systems and electronic equipment. The curriculum consists of 19 semester credit hours in general education, 40 semester credit hours in required career and technical education coursework, and 1 semester credit hour of related electives. The general education curriculum consists of 19 semester credit hours of coursework which consist of: English, mathematics, technical mathematics, applied physics, technical communications, and social/behavioral sciences. The career and technical component of the curriculum includes instruction in electrical journeyman professionalism, equipment, instrumentation, operations, and occupational health and safety.

## Assessment

The assessment of student learning will be achieved through examinations of general education coursework and on the various levels of electrical skills gained in the classroom. Also, the technical and career coursework will be assessed through written assignments, hands-on assignments, and individual projects. The work-base learning of apprenticeships will be monitored by the Electrical Joint Apprenticeship & Training Committee (JATC). JATC is a part of the National Electrical Joint Apprenticeship & Training Committee (NJATC) that was created over 58 years ago and is the largest apprenticeship and training program of its kind. Local programs affiliated with the NJATC have trained over 300,000 apprentices nationally to journeyman status. The International Brotherhood of Electrical Workers (IBEW), in partnership with the College, has demonstrated the most cost effective way to train future qualified craft workers.

## Facilities (space, equipment, instructional materials)

*Criterion 1050.30(a)(4): A) Facilities, equipment, and instructional resources (e.g., laboratory supplies and equipment, instructional materials, computational equipment) necessary to support the high-quality academic work in the unit of instruction, research, or public service are available and maintained; B) Clinical sites necessary to meet the objectives of the unit of instruction, research, or public service; C) Library holdings and acquisitions, owned or contracted for by the institution, that are necessary to support high-quality instruction and scholarship in the unit of instruction, research, and public service, are conveniently available and accessible, and can be maintained.*

No new space is required to offer this program. The program will use space currently used by an existing certificate program in electrical journeyman.

## Faculty and Staff

*Criterion 1050.30(a)(3): A) The academic preparation and experience of faculty and staff to ensure that the objectives of the unit of instruction, research, or public service are met; B) The academic preparation and experience of faculty and staff, as evidenced by level of degrees held, professional experience in the field of study and demonstrated knowledge of the field, ensure that they are able to fulfill their academic responsibilities; C) The involvement of faculty in the unit of instruction, research, or public service is sufficient to cover the various fields of knowledge encompassed by the unit, to sustain scholarship appropriate to the unit, and to assure curricular continuity and consistency in student evaluation; D) Support personnel, including but not limited to counselors, administrators, clinical supervisors, and technical staff, which are directly*

*assigned to the unit of instruction, research, or public service, have the educational background and experience necessary to carry out their assigned responsibilities.*

Instructors and staff of the existing certificate program will teach in the proposed program. No new faculty or staff is required.

### **Fiscal / Personnel Resources**

*Criterion 1050.30(a)(5): A) The financial commitments to support the unit of instruction, research, or public service are sufficient to ensure that the faculty and staff and support services necessary to offer the unit of instruction, research, or public service can be acquired and maintained; B) Projections of revenues necessary to support the unit of instruction, research, or public service are based on supportable estimates of state appropriations, local tax support, student tuition, and fees, private gifts, and/or governmental grants and contracts.*

No new funds are required to offer this program.

### **Accreditation and Licensure**

*Criterion 1050.30(b)(3) [applicable only to units of instruction]: Appropriate steps have been taken to assure that professional accreditation needed for licensure or entry into a profession as specified in the objectives of the unit of instruction is maintained or will be granted in a reasonable period of time.*

The program is limited to students indentured with the International Brotherhood of Electrical Workers Local 649 (IBEW). No additional accreditation required.

### **Need**

*Criterion 1050.30(a)(6): A) The unit of instruction, research, or public service is educationally and economically justified based on the educational priorities and needs of the citizens of Illinois; B) The unit of instruction, research, or public service meets a need that is not currently met by existing institutions and units of instruction, research, or public service.*

The College and IBEW local 649 have indicated increased demand for electricians. The U.S. Department of Labor's Bureau of Labor Statistics and the Illinois Department of Employment Security also project increases in the state.

### **Enrollment**

The College projects enrollments of six full-time students in year one; twelve in year two; and fifteen in year three. The college projects twelve part-time enrollments in year one; fifteen in year two; and twenty in year three. The College anticipates ten completions for year two and fifteen for year three.

### **Program Information**

*Criterion 1050.30(b)(2) [applicable only to units of instruction]: The information which the institution provides for students and the public accurately describes the unit of instruction, including its objectives, length, residency requirements (if any), schedule of tuition, fees, and all other charges and expenses necessary for completion of the unit of instruction, cancellation and*

*refund policies, student rights and responsibilities, and such other material facts concerning the institution and the unit of instruction as are likely to affect the decision of the student to enroll. Such information shall be available to prospective students prior to enrollment.*

The college's text for its catalog and website provides accurate descriptions of degree programs offered, program objectives and requirements, schedules of tuition, fees, and other expenses necessary for a specific course of study, and procedures governing faculty and student affairs. The institution's cancellation and refund policies are reasonable and fair, and its publications include accurate statements about its accreditation and on transferability of earned credits to other institutions.

**Staff Conclusion.** Lewis and Clark Community College and its proposed program meet the criteria to implement the Board of Higher Education Act (110 ILCS 205/et.seq.) as set forth in 23 Illinois Administrative Code, Ch. II, Section 1050.30, and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.

**South Suburban College**  
**15800 South State Street**  
**South Holland, IL. 60473**  
**President: George T. Dammer**

- Associate of Applied Science (A.A.S.) in Fitness Professional

**Background and History.** South Suburban College was founded in 1927 as Thornton Junior College. At that time, the College was an extension of Thornton Township High School in Harvey, Illinois. The Illinois Community College Act of 1965 created Community College District 510 and enlarged the area served to include the Thornton, Thornton Fractional, and Bremen high school districts. In 1969 the name was changed to Thornton Community College to emphasize the comprehensive mission of the College. The College moved into its existing main campus facilities in 1972. In June of 1988, the Board of Trustees voted to change the name of the institution to South Suburban College to more accurately reflect the geographic location of the College. In an effort to serve the western portion of the district and to provide opportunities for district residents to complete a four-year degree, the University & College Center was opened in Oak Forest in 1992. The College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

The college is now seeking authorization to offer a 64-semester-credit-hour A.A.S. in Fitness Professional.

### **Mission and Objectives**

*Criterion 1050.30(a)(1): A) The objectives of the unit of instruction, research, or public service are consistent with the mission of the college or university; B) The objectives of the unit of instruction, research, or public service are consistent with what the unit title implies.*

The mission of South Suburban College is to provide its students and the community with quality education, training, and services; to provide programs that are accessible and affordable; to deliver training in collaboration with local businesses; to foster a community of staff, faculty, and students that create an environment and resources for learning; and to maintain up-to-date facilities and technology that help prepare students for transfer to baccalaureate programs or the job market.

The Associate of Applied Science (A.A.S.) degree in Fitness Professional is consistent with the mission of the College.

### **Curriculum / Assessment**

*Criterion 1050.30(b)(1) [applicable only to units of instruction]: A) The caliber and content of the curriculum assure that the objectives of the unit of instruction will be achieved; B) The breadth and depth of the curriculum are consistent with what the title of the unit of instruction implies; C) The admission and graduation requirements for the unit of instruction are consistent with the stated objectives of the unit of instruction; D) Provision is made for guidance and counseling of students, evaluations of student performance, continuous monitoring of progress of students toward their degree objectives and appropriate academic record-keeping.*

*Criterion 1050.30(a)(2): The design, conduct, and evaluation of the unit of instruction, research, or public service are under the direct and continuous control of the sponsoring institution's established processes for academic planning and quality maintenance.*

#### **Curriculum.**

This program will prepare individuals for employment as fitness professionals. The program was operating under a temporary status since 2001 and is now going to be a permanent A.A.S. degree program. The curriculum consists of 18 semester credit hours of required general education coursework chosen from: English, psychology, biology, mathematics, music, humanities, and speech communications. There are 37 semester credit hours of required career and technical education coursework chosen from: fitness, computer literacy, business, basic nutrition, and physical education. There are six semester credit hours of related work-based learning and three semester credit hours in technical electives.

#### **Assessment**

The assessment of student learning will be done through exams and general observations by the instructor. Student must be able to apply both theory and practice in the field as a fitness professional.

#### **Facilities (space, equipment, instructional materials)**

*Criterion 1050.30(a)(4): A) Facilities, equipment, and instructional resources (e.g., laboratory supplies and equipment, instructional materials, computational equipment) necessary to support the high-quality academic work in the unit of instruction, research, or public service are available and maintained; B) Clinical sites necessary to meet the objectives of the unit of instruction, research, or public service; C) Library holdings and acquisitions, owned or contracted for by the institution, that are necessary to support high-quality instruction and scholarship in the unit of instruction, research, and public service, are conveniently available and accessible, and can be maintained.*

Since the program has been operating on a temporary basis, all space and equipment needed are currently in place.

## **Faculty and Staff**

*Criterion 1050.30(a)(3): A) The academic preparation and experience of faculty and staff to ensure that the objectives of the unit of instruction, research, or public service are met; B) The academic preparation and experience of faculty and staff, as evidenced by level of degrees held, professional experience in the field of study and demonstrated knowledge of the field, ensure that they are able to fulfill their academic responsibilities; C) The involvement of faculty in the unit of instruction, research, or public service is sufficient to cover the various fields of knowledge encompassed by the unit, to sustain scholarship appropriate to the unit, and to assure curricular continuity and consistency in student evaluation; D) Support personnel, including but not limited to counselors, administrators, clinical supervisors, and technical staff, which are directly assigned to the unit of instruction, research, or public service, have the educational background and experience necessary to carry out their assigned responsibilities.*

The college currently employs one full-time faculty teaching in this program. The College intends to hire a part-time instructor in year one, four part-time instructors in year two, and four additional part-time instructors in year three.

## **Fiscal / Personnel Resources**

*Criterion 1050.30(a)(5): A) The financial commitments to support the unit of instruction, research, or public service are sufficient to ensure that the faculty and staff and support services necessary to offer the unit of instruction, research, or public service can be acquired and maintained; B) Projections of revenues necessary to support the unit of instruction, research, or public service are based on supportable estimates of state appropriations, local tax support, student tuition, and fees, private gifts, and/or governmental grants and contracts.*

The College anticipates it will spend \$47,889 in year one, \$14,116 in year two, and \$16,256 in year three for a total of \$78,261. This budget reflects the cost for new part-time faculty, administrative costs, and equipment.

## **Accreditation and Licensure**

*Criterion 1050.30(b)(3) [applicable only to units of instruction]: Appropriate steps have been taken to assure that professional accreditation needed for licensure or entry into a profession as specified in the objectives of the unit of instruction is maintained or will be granted in a reasonable period of time.*

No programmatic accreditation is available. Graduates may choose to seek voluntary certification through such professional organizations as the National Council on Strength and Fitness, the National Academy of Sports Medicine, or the International Sports Sciences Association.

## **Need**

*Criterion 1050.30(a)(6): A) The unit of instruction, research, or public service is educationally and economically justified based on the educational priorities and needs of the citizens of Illinois; B) The unit of instruction, research, or public service meets a need that is not currently met by existing institutions and units of instruction, research, or public service.*

The Occupational Outlook Handbook projects increased demand for recreation and fitness workers through 2012. Locally, the college has seen a steady demand for college-level training of fitness professionals. Cook County is expected to see a 23% increase in the demand for “fitness trainers” through 2012, according to the Illinois Department of Employment Security. Many existing trainers, as well as individuals interested in starting this program of study, utilize this program for formal training in the fitness field.

#### Enrollments

Enrollment in the program is expected to be three students in year one, seven in year two, and six in year three.

#### Program Information

*Criterion 1050.30(b)(2) [applicable only to units of instruction]: The information which the institution provides for students and the public accurately describes the unit of instruction, including its objectives, length, residency requirements (if any), schedule of tuition, fees, and all other charges and expenses necessary for completion of the unit of instruction, cancellation and refund policies, student rights and responsibilities, and such other material facts concerning the institution and the unit of instruction as are likely to affect the decision of the student to enroll. Such information shall be available to prospective students prior to enrollment.*

The college’s text for its catalog and website provides accurate descriptions of degree programs offered, program objectives and requirements, schedules of tuition, fees, and other expenses necessary for a specific course of study, and procedures governing faculty and student affairs. The institution’s cancellation and refund policies are reasonable and fair, and its publications include accurate statements about its accreditation and on transferability of earned credits to other institutions.

**Staff Conclusion.** South Suburban College and its proposed program meet the criteria to implement the Board of Higher Education Act (110 ILCS 205/et.seq.) as set forth in 23 Illinois Administrative Code, Ch. II, Section 1050.30, and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.

**Waubonsee Community College**  
**Rt. 47 at Waubonsee Drive**  
**Sugar Grove, IL 60554**  
**President: Christine J. Sobek**

- Associate of Applied Science (A.A.S.) in Emergency Medical Technician-Paramedic

**Background and History.** Waubonsee Community College was organized in 1966, as mandated by the Illinois Community College Act, to provide education and training services for individuals in portions of Kane, Kendall, DeKalb, and Will counties. Since it was founded, the College has served over 200,000 students in credit and non-credit classes. In the fall of 2005, the College enrolled approximately 8,800 students. The College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

The college is seeking authorization to offer a 66.5-semester-credit-hour A.A.S. in Emergency Medical Technician-Paramedic.



## **Mission and Objectives**

*Criterion 1050.30(a)(1): A) The objectives of the unit of instruction, research, or public service are consistent with the mission of the college or university; B) The objectives of the unit of instruction, research, or public service are consistent with what the unit title implies.*

The mission of Waubensee Community College is defined as providing quality educational programs and services which are academically, geographically, financially, technologically, and physically accessible to meet the educational and training needs of a diverse multicultural population and the organization within its community; to maintain institutional policies, programs, practices, and efforts that provide and emphasize a learning-centered college for students and the community; to foster a commitment to the intellectual, physical, social, cultural, and career development of individuals in the community; to promote diversity in faculty, staff, and student recruitment, staff development, curriculum development, and cultural enrichment activities; to contribute to the economic, workforce, social, recreational, and cultural quality of life of the community; and to cooperate with other local, state, and national organizations; and provide leadership that will enhance educational services and avoid duplication of services.

The proposed A.A.S. in Emergency Medical Technician-Paramedic is consistent with the mission and vision of the college.

## **Curriculum / Assessment**

*Criterion 1050.30(b)(1) [applicable only to units of instruction]: A) The caliber and content of the curriculum assure that the objectives of the unit of instruction will be achieved; B) The breadth and depth of the curriculum are consistent with what the title of the unit of instruction implies; C) The admission and graduation requirements for the unit of instruction are consistent with the stated objectives of the unit of instruction; D) Provision is made for guidance and counseling of students, evaluations of student performance, continuous monitoring of progress of students toward their degree objectives and appropriate academic record-keeping.*

*Criterion 1050.30(a)(2): The design, conduct, and evaluation of the unit of instruction, research, or public service are under the direct and continuous control of the sponsoring institution's established processes for academic planning and quality maintenance.*

### **Admissions**

Students applying for admissions to the EMT-Paramedic program must show proof of an EMT-Basic license. Also, they must take an entrance exam that covers all EMT-Basic content and must have the sponsorship of either a fire department and/or ambulance service company.

### **Curriculum**

This program, which was developed in collaboration with the Southern Fox Valley Emergency Medical Services System, will prepare individuals for employment as EMT-Paramedics. The curriculum is based on the National Standard Curriculum for EMT-Paramedics as outlined by the U.S. Department of Transportation-National Highway Traffic Safety Administration and will prepare students for licensure through the Illinois Department of Public Health. The curriculum consists of 18 semester credit hours of required general education coursework, 39.5 semester credit hours of required career and technical education coursework,

and nine semester credit hours of related technical electives. The career and technical component of the curriculum consists of instruction in EMT-Basic level skill training, patient assessment, anatomy and physiology of disease, cardiovascular and respiratory systems, pharmacology, special needs patients, and identification and treatment of multi-system trauma injuries and system disorders, and a required work-based learning experience in emergency medical services.

#### Assessment

In addition to course-based assessment through examinations, written assignments, and online assignments, students will be assessed through observations during their work-based learning experience by their workplace supervisor and the program faculty.

#### Facilities (space, equipment, instructional materials)

*Criterion 1050.30(a)(4): A) Facilities, equipment, and instructional resources (e.g., laboratory supplies and equipment, instructional materials, computational equipment) necessary to support the high-quality academic work in the unit of instruction, research, or public service are available and maintained; B) Clinical sites necessary to meet the objectives of the unit of instruction, research, or public service; C) Library holdings and acquisitions, owned or contracted for by the institution, that are necessary to support high-quality instruction and scholarship in the unit of instruction, research, and public service, are conveniently available and accessible, and can be maintained.*

The new program will share space and some resources with current programs. The College has indicated that the program will be housed in the Division of Health and Life Sciences. The College currently offers an EMT-Basic certificate as well as a CPR certification.

#### Faculty and Staff

*Criterion 1050.30(a)(3): A) The academic preparation and experience of faculty and staff to ensure that the objectives of the unit of instruction, research, or public service are met; B) The academic preparation and experience of faculty and staff, as evidenced by level of degrees held, professional experience in the field of study and demonstrated knowledge of the field, ensure that they are able to fulfill their academic responsibilities; C) The involvement of faculty in the unit of instruction, research, or public service is sufficient to cover the various fields of knowledge encompassed by the unit, to sustain scholarship appropriate to the unit, and to assure curricular continuity and consistency in student evaluation; D) Support personnel, including but not limited to counselors, administrators, clinical supervisors, and technical staff, which are directly assigned to the unit of instruction, research, or public service, have the educational background and experience necessary to carry out their assigned responsibilities.*

The program will engage one part-time faculty member currently teaching in the EMT-Basic program. One new, full-time faculty will be hired in the second year.

#### Fiscal / Personnel Resources

*Criterion 1050.30(a)(5): A) The financial commitments to support the unit of instruction, research, or public service are sufficient to ensure that the faculty and staff and support services necessary to offer the unit of instruction, research, or public service can be acquired and maintained; B) Projections of revenues necessary to support the unit of instruction, research, or*

*public service are based on supportable estimates of state appropriations, local tax support, student tuition, and fees, private gifts, and/or governmental grants and contracts.*

Costs of implementing the program will be approximately \$39,500 the first year, \$41,500 the second year, and \$42,865 the third year. This funding will cover administrative cost, the academic specialist, and library expenses.

### **Accreditation and Licensure**

*Criterion 1050.30(b)(3) [applicable only to units of instruction]: Appropriate steps have been taken to assure that professional accreditation needed for licensure or entry into a profession as specified in the objectives of the unit of instruction is maintained or will be granted in a reasonable period of time.*

Students completing the program must pass the paramedic license examination that is administered by the Illinois Department of Public Health and receive an EMT-Paramedic license.

### **Need**

*Criterion 1050.30(a)(6): A) The unit of instruction, research, or public service is educationally and economically justified based on the educational priorities and needs of the citizens of Illinois; B) The unit of instruction, research, or public service meets a need that is not currently met by existing institutions and units of instruction, research, or public service.*

Labor market information provided by the college supports the interest in and the need for a two-year degree program in emergency medical technology. The college offers an EMT-Basic certificate which can serve as an educational ladder to the proposed program. According to the Illinois Department of Employment Security, projected employment of emergency medical technicians in the college's district is expected to increase nearly three times as fast as the average of all occupations in the district through 2014.

### **Enrollment**

The college anticipates an enrollment of 30 full-time students each year for the first three years of the program's existence.

### **Program Information**

*Criterion 1050.30(b)(2) [applicable only to units of instruction]: The information which the institution provides for students and the public accurately describes the unit of instruction, including its objectives, length, residency requirements (if any), schedule of tuition, fees, and all other charges and expenses necessary for completion of the unit of instruction, cancellation and refund policies, student rights and responsibilities, and such other material facts concerning the institution and the unit of instruction as are likely to affect the decision of the student to enroll. Such information shall be available to prospective students prior to enrollment.*

The college's text for its catalog and website provides accurate descriptions of degree programs offered, program objectives and requirements, schedules of tuition, fees, and other expenses necessary for a specific course of study, and procedures governing faculty and student affairs. The institution's cancellation and refund policies are reasonable and fair, and its

publications include accurate statements about its accreditation and on transferability of earned credits to other institutions.

**Staff Conclusion.** Waubonsee Community College and its proposed program meet the criteria to implement the Board of Higher Education Act (110 ILCS 205/et.seq.) as set forth in 23 Illinois Administrative Code, Ch. II, Section 1050.30, and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.

**William Rainey Harper College**  
**1200 West Algonquin Road**  
**Palatine, Illinois 60067-7398**  
**President: Robert L. Breuder**

- Associate of Applied Science (A.A.S.) in Environmental Health
- Associate of Applied Science (A.A.S.) in Occupational Health and Safety
- Associate of Applied Science (A.A.S.) in Forensic Science

**Background and History.** William Rainey Harper College was founded by voters in the four townships of Elk Grove, Palatine, Schaumburg, and Wheeling on March 17, 1965. The main campus is in Palatine, with an extension center in Prospect Heights. The College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

The College is seeking approval to offer three programs: (1) a 63 to 64 semester-credit-hour Associate of Applied Science in Environmental Health; (2) a 64 to 65 semester-credit-hour Associate of Applied Science in Occupational Health; and (3) a 61 semester credit hour Associate of Applied Science in Forensic Science.

### **Mission and Objectives**

*Criterion 1050.30(a)(1): A) The objectives of the unit of instruction, research, or public service are consistent with the mission of the college or university; B) The objectives of the unit of instruction, research, or public service are consistent with what the unit title implies.*

Harper College states its primary objective as providing “the first two years of baccalaureate education in liberal arts, sciences and pre-professional curricula so that students can prepare themselves for transfer to four-year colleges and universities to complete their degrees and satisfy their individual educational goals. In addition, the focus at Harper has broadened to include more opportunities for career education, training and retraining, professional development and personal enrichment.” Each of the three proposed programs is consistent with this mission and focus, in particular providing new programs in areas of increasing demand.

**Associate of Applied Science (A.A.S.) in Environmental Health**  
**Associate of Applied Science (A.A.S.) in Occupational Health and Safety**

### **Curriculum / Assessment**

*Criterion 1050.30(b)(1) [applicable only to units of instruction]: A) The caliber and content of the curriculum assure that the objectives of the unit of instruction will be achieved; B) The breadth and depth of the curriculum are consistent with what the title of the unit of instruction implies; C) The admission and graduation requirements for the unit of instruction are consistent with the stated objectives of the unit of instruction; D) Provision is made for guidance and*

*counseling of students, evaluations of student performance, continuous monitoring of progress of students toward their degree objectives and appropriate academic record-keeping.*

*Criterion 1050.30(a)(2): The design, conduct, and evaluation of the unit of instruction, research, or public service are under the direct and continuous control of the sponsoring institution's established processes for academic planning and quality maintenance.*

## Curriculum

### **Associate of Applied Science (A.A.S.) in Environmental Health**

The 63 to 64 semester credit hours of the A.A.S. in Environmental Health program are designed to prepare students for employment in the field. The curriculum consists of 33 to 34 semester credit hours of general education coursework that includes biology, general chemistry, composition, humanities, mathematics, sociology, and speech communications. Students are required to take 30 credit hours of career and technical education coursework consisting of environmental health practice, health data and injury trend analysis, environmental sampling and monitoring, environmental toxicology, waste management, air and water quality, and hazardous materials.

### **Associate of Applied Science (A.A.S.) in Occupational Health and Safety**

The 64 to 65 semester credit hour A.A.S. in Occupational Health and Safety will prepare students for work in the field of Occupational Safety. The curriculum consists of 28 to 29 semester credit hours of general education coursework that consists of biology, general chemistry, composition, humanities, mathematics, sociology, and speech communication. Students are required to complete 36 credit hours of career and technical education coursework consisting of health data and injury trend analysis, incident investigation and risk assessment tools, occupational health practice, industrial hygiene sampling procedures, construction safety, fire science, and OSHA Standards and Compliance procedures.

## Assessment

Both programs will fall under the same system of college oversight for general education and career and technical education. All general education coursework will comply with the College's general education outcomes and competencies. Assessment of the career and technical education components will include written and performance testing, role playing, case scenarios, and document review.

### **Facilities (space, equipment, instructional materials)**

*Criterion 1050.30(a)(4): A) Facilities, equipment, and instructional resources (e.g., laboratory supplies and equipment, instructional materials, computational equipment) necessary to support the high-quality academic work in the unit of instruction, research, or public service are available and maintained; B) Clinical sites necessary to meet the objectives of the unit of instruction, research, or public service; C) Library holdings and acquisitions, owned or contracted for by the institution, that are necessary to support high-quality instruction and scholarship in the unit of instruction, research, and public service, are conveniently available and accessible, and can be maintained.*

The proposed programs will share space with existing related programs such as Public Safety/Emergency Management.

### **Faculty and Staff**

*Criterion 1050.30(a)(3): A) The academic preparation and experience of faculty and staff to ensure that the objectives of the unit of instruction, research, or public service are met; B) The academic preparation and experience of faculty and staff, as evidenced by level of degrees held, professional experience in the field of study and demonstrated knowledge of the field, ensure that they are able to fulfill their academic responsibilities; C) The involvement of faculty in the unit of instruction, research, or public service is sufficient to cover the various fields of knowledge encompassed by the unit, to sustain scholarship appropriate to the unit, and to assure curricular continuity and consistency in student evaluation; D) Support personnel, including but not limited to counselors, administrators, clinical supervisors, and technical staff, which are directly assigned to the unit of instruction, research, or public service, have the educational background and experience necessary to carry out their assigned responsibilities.*

The College plans to higher one additional part-time instructor for each of the two programs in the first year. One full-time and one part-time instructor will be hired for each program in the second year.

### **Fiscal / Personnel Resources**

*Criterion 1050.30(a)(5): A) The financial commitments to support the unit of instruction, research, or public service are sufficient to ensure that the faculty and staff and support services necessary to offer the unit of instruction, research, or public service can be acquired and maintained; B) Projections of revenues necessary to support the unit of instruction, research, or public service are based on supportable estimates of state appropriations, local tax support, student tuition, and fees, private gifts, and/or governmental grants and contracts.*

The proposed cost for the two programs is \$73,964 for year one, \$156,333 for year two, and \$86,750 for year three. These figures reflect additional faculty salaries, consultants, equipment, and library resources.

### **Accreditation and Licensure**

*Criterion 1050.30(b)(3) [applicable only to units of instruction]: Appropriate steps have been taken to assure that professional accreditation needed for licensure or entry into a profession as specified in the objectives of the unit of instruction is maintained or will be granted in a reasonable period of time.*

Neither certification nor licensure is required for entry-level employment in the fields of Environmental Health and Occupational Health and Safety.

### **Need**

*Criterion 1050.30(a)(6): A) The unit of instruction, research, or public service is educationally and economically justified based on the educational priorities and needs of the citizens of Illinois; B) The unit of instruction, research, or public service meets a need that is not currently met by existing institutions and units of instruction, research, or public service.*

According to the Illinois Department of Employment Statistics, employment projections are very good for both proposed programs. The U.S. Department of Labor projects growth of approximately 10 to 20 percent through 2012 for all occupations in Environmental Health and Occupational Health.

#### Enrollment

The enrollment for the two programs combined will be ten new students in each of the first three years.

#### Program Information

*Criterion 1050.30(b)(2) [applicable only to units of instruction]: The information which the institution provides for students and the public accurately describes the unit of instruction, including its objectives, length, residency requirements (if any), schedule of tuition, fees, and all other charges and expenses necessary for completion of the unit of instruction, cancellation and refund policies, student rights and responsibilities, and such other material facts concerning the institution and the unit of instruction as are likely to affect the decision of the student to enroll. Such information shall be available to prospective students prior to enrollment.*

The college's text for its catalog and website provides accurate descriptions of degree programs offered, program objectives and requirements, schedules of tuition, fees, and other expenses necessary for a specific course of study, and procedures governing faculty and student affairs. The institution's cancellation and refund policies are reasonable and fair, and its publications include accurate statements about its accreditation and on transferability of earned credits to other institutions.

#### Associate of Applied Science (A.A.S.) in Forensic Science

##### Curriculum / Assessment

*Criterion 1050.30(b)(1) [applicable only to units of instruction]: A) The caliber and content to the curriculum assure that the objectives of the unit of instruction will be achieved; B) The breadth and depth of the curriculum are consistent with what the title of the unit of instruction implies; C) The admission and graduation requirements for the unit of instruction are consistent with the stated objectives of the unit of instruction; D) Provision is made for guidance and counseling of students, evaluations of student performance, continuous monitoring of progress of students toward their degree objectives and appropriate academic record-keeping.*

*Criterion 1050.30(a)(2): The design, conduct, and evaluation of the unit of instruction, research, or public service are under the direct and continuous control of the sponsoring institution's established processes for academic planning and quality maintenance.*

##### Curriculum.

The College seeks approval to offer a 61 semester-credit-hour A.A.S. in Forensic Science that is designed to prepare students for employment in the field of Forensic Science. The curriculum consists of 22 to 23 semester credit hours of general education coursework and 38 credit hours of required career and technical education coursework. The general education courses consist of chemistry, computer fundamentals, composition, technical writing, mathematics, philosophy, and sociology. The career and technical component includes

instruction in forensic anthropology, fire protection, hazardous materials, arson investigation, criminal justice, forensics, and investigative processes. This program builds on an existing certificate program, which provides much of the technical and career coursework.

#### Assessment

Students will be assessed in different areas of knowledge within the field. A student must demonstrate the ability to document a crime properly using camera equipment and to process, collect, preserve, and document hidden prints. A student must demonstrate knowledge of evidence search techniques, how to identify and do collection, preservation and documentation of a crime area, and how to collect DNA evidence. A student must be able to determine facts of a crime, identify suspects, and aid in the arrest process. A student must demonstrate understanding of a recovery scene and have knowledge of basic survey techniques employed in archeology. Total assessment will be determined by exams, group scenarios, presentations, and practical applications.

#### Facilities (space, equipment, instructional materials)

*Criterion 1050.30(a)(4): A) Facilities, equipment, and instructional resources (e.g., laboratory supplies and equipment, instructional materials, computational equipment) necessary to support the high-quality academic work in the unit of instruction, research, or public service are available and maintained; B) Clinical sites necessary to meet the objectives of the unit of instruction, research, or public service; C) Library holdings and acquisitions, owned or contracted for by the institution, that are necessary to support high-quality instruction and scholarship in the unit of instruction, research, and public service, are conveniently available and accessible, and can be maintained.*

Existing facilities are sufficient to support the proposed program.

#### Faculty and Staff

*Criterion 1050.30(a)(3): A) The academic preparation and experience of faculty and staff to ensure that the objectives of the unit of instruction, research, or public service are met; B) The academic preparation and experience of faculty and staff, as evidenced by level of degrees held, professional experience in the field of study and demonstrated knowledge of the field, ensure that they are able to fulfill their academic responsibilities; C) The involvement of faculty in the unit of instruction, research, or public service is sufficient to cover the various fields of knowledge encompassed by the unit, to sustain scholarship appropriate to the unit, and to assure curricular continuity and consistency in student evaluation; D) Support personnel, including but not limited to counselors, administrators, clinical supervisors, and technical staff, which are directly assigned to the unit of instruction, research, or public service, have the educational background and experience necessary to carry out their assigned responsibilities.*

The forensic science program will require one new full-time faculty member in its first year and one new part-time faculty member in the second year. Any faculty member teaching in this program will have, as a minimum, a bachelor's degree in criminal justice.

#### Fiscal / Personnel Resources

*Criterion 1050.30(a)(5): A) The financial commitments to support the unit of instruction, research, or public service are sufficient to ensure that the faculty and staff and support services*



*necessary to offer the unit of instruction, research, or public service can be acquired and maintained; B) Projections of revenues necessary to support the unit of instruction, research, or public service are based on supportable estimates of state appropriations, local tax support, student tuition, and fees, private gifts, and/or governmental grants and contracts.*

The College projects costs for the program at \$111,800 for year one; \$116,885 for year two; and \$90,942 for year three. These figures include faculty salaries and benefits, equipment costs, and library costs. Revenues will be tuition, fees, and state funds.

### **Accreditation and Licensure**

*Criterion 1050.30(b)(3) [applicable only to units of instruction]: Appropriate steps have been taken to assure that professional accreditation needed for licensure or entry into a profession as specified in the objectives of the unit of instruction is maintained or will be granted in a reasonable period of time.*

Neither licensure nor certification is required for entry-level employment in this field. Graduates may choose to seek voluntary certification through such professional organizations as the International Association for Identification and the International Crime Scene Investigators Association.

### **Need**

*Criterion 1050.30(a)(6): A) The unit of instruction, research, or public service is educationally and economically justified based on the educational priorities and needs of the citizens of Illinois; B) The unit of instruction, research, or public service meets a need that is not currently met by existing institutions and units of instruction, research, or public service.*

The College has indicated increased demand for forensic technicians statewide. Projected demand within the state from 2004 through 2009 was 128 openings per year. The Illinois Chiefs of Police have given their support for the program and have expressed their willingness to work with the College.

### **Enrollment**

Full-time enrollment in the Forensic Science certification program was two full-time and two part-time students in 2006 and four full-time and three part-time students in 2007. The College expects enrollments in the new program to level at four full-time and three part-time students in 2008.

### **Program Information**

*Criterion 1050.30(b)(2) [applicable only to units of instruction]: The information which the institution provides for students and the public accurately describes the unit of instruction, including its objectives, length, residency requirements (if any), schedule of tuition, fees, and all other charges and expenses necessary for completion of the unit of instruction, cancellation and refund policies, student rights and responsibilities, and such other material facts concerning the institution and the unit of instruction as are likely to affect the decision of the student to enroll. Such information shall be available to prospective students prior to enrollment.*

The college's text for its catalog and website provides accurate descriptions of degree programs offered, program objectives and requirements, schedules of tuition, fees and other expenses necessary for a specific course of study, and procedures governing faculty and student affairs. The institution's cancellation and refund policies are reasonable and fair, and its publications include accurate statements about its accreditation and on transferability of earned credits to other institutions.

**Staff Conclusion.** William Rainey Harper College and its proposed programs meet the criteria to implement the Board of Higher Education Act (110 ILCS 205/et.seq.) as set forth in 23 Illinois Administrative Code, Ch. II, Section 1050.30, and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.

The staff recommends that the Illinois Board of Higher Education adopt the following resolutions:

*The Illinois Board of Higher Education hereby grants authority to Elgin Community College to offer the Associate of Applied Science (A.A.S.) in Radiography/Radiologic Technology.*

*The Illinois Board of Higher Education hereby grants authority to Lake Land College to offer the Associate of Applied Science (A.A.S.) in Fire Service Technology.*

*The Illinois Board of Higher Education hereby grants authority to Lewis and Clark Community College to offer the Associate of Applied Science (A.A.S.) in Electrical Journeyman.*

*The Illinois Board of Higher Education hereby grants authority to South Suburban College to offer the Associate of Applied Science (A.A.S.) in Fitness Professional.*

*The Illinois Board of Higher Education hereby grants authority to Waubensee Community College to offer the Associate of Applied Science (A.A.S.) in Emergency Medical Technician-Paramedic.*

*The Illinois Board of Higher Education hereby grants authority to William Rainey Harper College to offer the Associate of Applied Science (A.A.S.) in Environmental Health; the Associate of Applied Science (A.A.S.) in Occupational Health and Safety; and the Associate of Applied Science (A.A.S.) in Forensic Science.*

*Authorization to grant the programs identified above is subject to the institution's maintenance of the conditions that were presented in its application and that form the basis upon which this authorization is granted.*