

**NEW OPERATING AND/OR DEGREE-GRANTING AUTHORITY
FOR INDEPENDENT INSTITUTIONS**

Submitted for: Action.

Summary: The Illinois Board of Higher Education has responsibility for administration of "The Private College Act" (110 ILCS 1005) and "The Academic Degree Act" (110 ILCS 1010). Under these statutes, new independent institutions, institutions planning to operate at a new location including a location outside the higher education region of original operating authority, and out-of-state institutions planning to operate in Illinois for the first time are required to obtain authorization to operate. These institutions also are required to obtain authorization for each new degree program.

Action Requested: That the Illinois Board of Higher Education approve the recommendations to grant operating and/or degree-granting authority to the following institutions:

The Chicago School of Professional Psychology

- Doctor of Psychology in Clinical Forensic Psychology in the Chicago Region

Kaplan University

- Associate of Applied Science in Global Travel and Hospitality Management in the Chicago Region
- Bachelor of Science in Psychology in the Chicago Region
- Bachelor of Science in Nutrition Science in the Chicago Region
- Bachelor of Science in Health and Wellness in the Chicago Region
- Bachelor of Science in Health Science in the Chicago Region
- Master of Science in Information Technology in the Chicago Region

STATE OF ILLINOIS
BOARD OF HIGHER EDUCATION

**NEW OPERATING AND/OR DEGREE-GRANTING AUTHORITY
FOR INDEPENDENT INSTITUTIONS**

The Illinois Board of Higher Education (IBHE) has responsibility for administration of "The Private College Act" (110 ILCS 1005) and "The Academic Degree Act" (110 ILCS 1010). Under these statutes, new independent institutions, institutions planning to operate at a new location including a location outside the higher education region of original operating authority, and out-of-state institutions planning to operate in Illinois for the first time are required to obtain authorization to operate. These institutions also are required to obtain authorization for each new degree program.

Applications for new operating and degree-granting authority submitted by independent Illinois institutions and out-of-state institutions are reviewed by the staff. Recommendations are developed by applying criteria for operating and/or degree-granting authority, which are defined in the rules adopted for administration of the statutes and Board policies on assessment of student learning and specialized accreditation requirements for student licensure. These criteria encompass educational objectives, institution and degree titles, curricula, facilities, faculty and administrator qualifications, student policies, publications, records, compliance with pertinent laws, and fiscal stability. Staff recommendations are based on analyses of application materials, responses to questions, and site visits. Out-of-region sites are defined as sites located within an IBHE approval region other than the region within which an institution's original operating authority was granted. There are ten IBHE approval regions; each is coterminous with one or more community college districts. Approval to operate within a new approval region entitles an institution to operate throughout the region, and not solely at the site at which the institution initially applied.

This item includes recommendations to grant operating and/or degree-granting authority to two institutions.

The Chicago School of Professional Psychology
325 North Wells Street
Chicago, Illinois 60610
Chief Executive Officer: Michael Horowitz

Proposed Program Title: Doctor of Psychology in Clinical Forensic Psychology in the Chicago Region

Projected Enrollments: The proposal projects enrollments of 16 students in the first year rising to 54 students by the fifth year.

Institutional Accreditation: The Chicago School of Professional Psychology is a member of the Higher Learning Commission of the North Central Association of Colleges and Schools.

Background

The Chicago School of Professional Psychology is seeking approval to offer the Doctor of Psychology in Clinical Forensic Psychology in the Chicago Region.

The Chicago School of Professional Psychology (The Chicago School) is a non-profit school offering graduate degree programs in psychology and related behavioral and health sciences. The school was incorporated in 1979 and soon after received approval to operate and grant the Doctor of Psychology in Clinical Psychology from the Illinois Board of Higher Education. Since then, The Chicago School has received authorization to grant several additional graduate degree programs. The fall 2007 enrollment was approximately 1,300.

Mission and Objectives

Criterion 1030.60(a)(1) provides that the objectives for the degree program must be consistent with what the degree program title(s) implies.

Criterion 1030.60(a)(2) provides that the requested degree program shall be congruent with the purpose, goals, objectives and mission of the institution.

The proposed program adheres to the mission of The Chicago School of Professional Psychology to provide “an excellent education for careers in psychology and related behavioral and health sciences.” The School’s vision is to strive “to be the school of choice in professional psychology and to realize its mission through innovation and quality.”

Curriculum/Assessment

Criterion 1030.60(a)(3) provides that the caliber and content of the curriculum shall assure that the stated degree objectives for which the program is offered will be achieved.

Admission

Applicants to The Chicago School’s Doctor of Psychology in Clinical Forensic Psychology program must have a baccalaureate degree from an accredited institution with a minimum GPA of 3.2/4.0 and have completed 18 credit hours of psychology courses. Additionally, applicants must submit an application, GRE scores, an essay, and curriculum vitae highlighting relevant work, volunteer, and research experience.

Curriculum

Doctor of Psychology in Clinical Forensic Psychology

The program is intended to prepare clinical forensic psychologists to work as practitioner-scholars. The program is offered in a blended format of both online and on-campus instruction intended primarily for traditional students. Students must complete 104 credit hours with a minimum cumulative GPA of 3.0/4.0, 12 credit hours of practicum and an internship with a minimum of 2,000 training hours, a dissertation, and the passage of a comprehensive exam for graduation. Fifty-nine hours of core courses are required including Introduction to Forensic Psychology, Psychology of the Lifespan, Psychopathology, Clinical & Diagnostic Interviewing, Mental Health Law, Group Processes of Therapy, Family Systems & Family Treatment, Diversity

in Forensic Psychology, Community Engagement Seminar, Community Interventions in Forensic Mental Health I, Professional Development Group, History & Systems of Psychology, Professional Ethics & Standards, Intellectual & Achievement Assessment, Personality Assessment, Advanced Assessment, Projective Methods of Assessment, Forensic Assessment, Cognitive & Affective Bases of Behavior, Social Bases of Behavior, Biological Bases of Behavior, Psychopharmacology, Introduction to Theories of Treatment & Intervention, and Cognitive-Behavioral Therapy. Students are required to take 14 credit hours in either the Child and Family or the Adult concentration. Students must also take 16 hours of Research Methods, Statistics, and Dissertation credits and 15 hours of Practicum and Internship credits.

Assessment of Student Learning

The Chicago School has established policies for assessment of student learning outcomes. Core competencies are identified for each program. Courses are aligned with competencies that have outcomes that are measured in a variety of ways such as exams, advanced seminar end projects, and theses. Each student will complete an electronic portfolio documenting successful completion of the learning outcomes required for graduation from the program. Comprehensive exams and a dissertation demonstrating the acquisition of competencies are required for all doctoral program graduates.

Program Assessment

The Chicago School has established policies for program assessment. An annual review is conducted according to the Institutional Effectiveness Plan. Program review is data-driven with measurable outcomes. Data on enrollment and retention, student perception course evaluation results, and key ratios for each department are gathered by the Office of Institutional Research. The Office of Placement and Training provides placement data and supervisor evaluations for program internships. The Office of Alumni Services gathers information on graduates. Individual programs collect information on effectiveness of student learning using rubrics and measures set for each program competency. All data are compiled to assist in a comprehensive review of the program. Department managers organize program review sessions which include the department chair and associate chair, lead faculty for each course, course sequence or campus, an admission representative, a student representative, a training liaison, the department manager, and the Vice President of Academic Affairs. A report is produced reflecting the interpretation of the data and is used to guide program development.

Facilities (space, equipment, instructional materials)

Criterion 1030.60(a)(4) provides that the institution shall have adequate and suitable space, equipment and instructional materials to provide education of suitable quality.

The facilities at The Chicago School of Professional Psychology are sufficient to support the proposed programs. For online courses, the school uses the ANGEL platform, which allows for online blackboard conversations, facilitates blended courses, and is used to create and manage electronic portfolios. The Chicago School library maintains a collection of over 10,000 physical items. The library is a full member of Online Computer Library Center's *WorldCat* system, providing access to the collections of over 60,000 libraries in 96 countries and territories. In addition, The Chicago School library provides access to a virtual library with online APA-published books and online databases including 15 psychology-specific reference databases such as *PsycInfo*, *PsycArticles*, *PsycBooks*, *ERIC*, and *FirstSearch* services. The Chicago School's

Online Computer Library Center provides a virtual reference desk that provides students with access to a reference librarian through email or online chat 24 hours a day, seven days a week.

Faculty and Staff

Criterion 1030.60(a)(5) provides that the education, experience, and other qualifications of directors, administrators, supervisors and instructors shall ensure that the students will receive education consistent with the objectives of the program.

The Chicago School of Professional Psychology has policies in place to ensure hired academic professionals possess the training, credentials, and other related qualifications to provide instruction at the School. The School adheres to a faculty credential hiring requirement of a minimum of a doctoral degree for faculty in the proposed program.

Fiscal and Personnel Resources

Criterion 1030.60(a)(7) provides that fiscal and personnel resources shall be sufficient to permit the institution to meet obligations to continuing programs while assuming additional resource responsibilities for the new program.

The proposed program is consistent with existing programs offered at the School. The Chicago School of Professional Psychology has submitted fiscal plans indicating tuition revenue will exceed operating expenditures in the first year of the proposed Doctor of Psychology degree program.

Accreditation/Licensure

Graduates of the Clinical Forensic Psychology program will be able to sit for the Examination for Professional Practice in Psychology required for licensure in Illinois. The Chicago School of Professional Psychology's previously approved Clinical Psychology program is accredited by the American Psychological Association. There are no organizations that accredit programs with a specific focus on forensic psychology.

Program Information

Criterion 1030.60(a)(6) provides that the information which the institution provides for students and the public shall accurately describe the degree programs offered, program objectives, length of program, schedule of tuition, fees, and all other charges and expenses necessary for completion of the course of study, cancellation and refund policies, and such other material facts concerning the institution and the program or course 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 Chicago School of Professional Psychology catalog provides accurate information regarding the School's policies, admissions procedures, and tuition, fee, and refund policies. The materials provided on the proposed program are in keeping with the other programs offered by the School. The materials identify objectives, course requirements, and statements on accreditation and limitations on transferability of earned credits to other institutions.

Staff Conclusion. The staff concludes that The Chicago School of Professional Psychology and the degree program proposed in the above item meets the criteria in Sections 1030.30 and

1030.60 of the rules to implement “The Private College Act” (110 ILCS 1005) and “The Academic Degree Act” (110 ILCS 1010), and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.

Kaplan University
550 West Van Buren Street, 7th Floor
Chicago, Illinois 60607
Chief Executive Officer: Andrew Rosen

Proposed Program Title: Associate of Applied Science in Global Travel and Hospitality Management in the Chicago Region

Projected Enrollments: The University has projected fall enrollments in the proposed program will grow from 22 students in the first year to 48 students in the fifth year and beyond.

Proposed Program Title: Bachelor of Science in Psychology in the Chicago Region

Projected Enrollments: The University has projected fall enrollments in the proposed program will grow from 38 students in the first year to 48 students in the fifth year and beyond.

Proposed Program Title: Bachelor of Science in Nutrition in the Chicago Region

Projected Enrollments: The University has projected fall enrollments in the proposed program will grow from 24 students in the first year to 33 students in the fifth year and beyond.

Proposed Program Title: Bachelor of Science in Health and Wellness in the Chicago Region

Projected Enrollments: The University has projected fall enrollments in the proposed program will grow from 24 students in the first year to 33 students in the fifth year and beyond.

Proposed Program Title: Bachelor of Science in Health Science in the Chicago Region

Projected Enrollments: The University has projected fall enrollments in the proposed program will grow from 24 students in the first year to 33 students in the fifth year and beyond.

Proposed Program Title: Master of Science in Information Technology in the Chicago Region

Projected Enrollments: The University has projected fall enrollments in the proposed program will grow from 12 students in the first year to 21 students in the fifth year and beyond.

Institutional Accreditation: Kaplan University is a member of the Higher Learning Commission of the North Central Association of Colleges and Schools.

Background

Kaplan University is currently seeking approval to offer an Associate of Applied Science in Global Travel and Hospitality Management, a Bachelor of Science in Psychology, a Bachelor of Science in Nutrition, a Bachelor of Science in Health and Wellness, a Bachelor of Science in Health Science, and a Master of Science in Information Technology in the Chicago Region.

Kaplan University, formerly known as Kaplan College, Quest College, and the American Institute of Commerce, was founded in 1937 in Davenport, Iowa. Kaplan University is currently owned by Kaplan Higher Education, a subsidiary of Kaplan, Inc., which is owned by The Washington Post Company. The University offers online programs that are taught by faculty disbursed throughout the United States. In addition, the University has support centers in Fort Lauderdale Florida, Atlanta Georgia, Phoenix Arizona and Chicago Illinois. Kaplan University received authority to operate and grant degrees by the Illinois Board of Higher Education in February of 2005.

Mission and Objectives

Criterion 1030.60(a)(1) provides that the objectives of the degree program(s) must be consistent with what the degree program title imply(s).

Criterion 1030.60(a)(2) provides that the requested degree program(s) shall be congruent with the purpose, goals, objectives and mission of the institution.

Kaplan University identifies itself as an “institution of higher learning dedicated to providing innovative undergraduate, graduate, and continuing professional education.” The designations and purpose of the proposed degree programs are consistent with the mission of the University.

Curriculum/Assessment

Criterion 1030.60(a)(3) provides that the caliber and content of the curriculum shall assure that the stated degree objectives for which the program is offered will be achieved.

Admission

Kaplan University requires applicants to have a high school diploma or General Education Development (GED) certificate, home study certificate, or transcript from a home study program recognized by the student’s home state. Students must also be beyond the age of compulsory attendance in that state; submit a completed enrollment agreement and student information form with a deposit as outlined on the tuition and fee schedule; participate in an informational interview, take a tour of the online learning environment; demonstrate English fluency during the interview, including reading, writing, speaking; complete all required placement exams; have access to a computer that meets minimum hardware and software requirements with access to an Internet Service Provider and an active email address; demonstrate computer literacy including accessing, creating and saving documents in Microsoft Office, browsing the web and running antivirus applications; and complete the University’s financial planning goal forms.

Graduate students are required to have a bachelor’s degree from an accredited institution recognized by the United States Department of Education and have a minimum cumulative grade

point average of 2.5/4.0. Student work transcripts, resumes, and other relevant information will be reviewed by the University as part of the admissions process.

Curricula

Associate of Applied Science in Global Travel and Hospitality Management

The Associate of Applied Science in Global Travel and Hospitality Management is designed to prepare students with the knowledge and skills to be successful in the career area of global hospitality and the travel marketplace. The core curriculum consists of 90 quarter credits including Academic Strategies, College Composition I and II, Software Applications, Ethics, Communication, Diversity and Culture, mathematics, and Career Development Strategies. The major includes Travel Concepts, Marketing, Geography, Global Hospitality, Hotel Management Operations, Travel Technology Systems, Topics in Tourism, Event Planning, and a capstone course in travel and hospitality management.

Bachelor of Science in Psychology

The Bachelor of Science in Psychology requires students to complete 180 quarter credits. The program provides students with an understanding of the major concepts, values, theories, psychological studies, research methods, and historical trends in the field of study. Students will complete 144 quarter credits in the following courses: Effective Writing I and II, Academic Strategies, Public Speaking, Introduction to Psychology, Software Applications, College Algebra, Statistics, Diversity and Culture, Ethics, Biology, humanities, history, Issues in Psychology, a communication elective, general electives, Career Development, Sociology, Cognitive Behavior Theory, History of Psychology, Child and Adolescent Psychology, research methods, developmental psychology, social psychology, personality development, abnormal psychology, and a capstone course. Students will have the option of completing 36 quarter credits in an area of emphasis selected from child development, applied behavioral analysis, or substance abuse.

Bachelor of Science in Nutrition Science

Requirements for the Bachelor of Science in Nutrition Science consist of 180 quarter credits. The program is designed to prepare graduates for career opportunities in health care and the nutrition science industry. Students will complete core requirements consisting of effective writing I and II, strategies for health care professionals, career development, college algebra, diversity and culture, history, humanities, social science and career development. The core requirements consist of medical law and bioethics, anatomy and physiology I and II, health and wellness, food safety and microbiology, nutrition analysis and assessment, pharmacology of nutrition, planning and management, principles of nutrition, introduction to chemistry, psychology, nutritional biochemistry, nutritional research, life cycle nutrition, nutritional counseling, sports nutrition, electives and a capstone course.

Bachelor of Science in Health and Wellness

Students completing the Bachelor of Science in Health and Wellness program will be prepared for a variety of career opportunities in health care and wellness related industries. The curriculum requires 180 quarter credit hours consisting of Academic Strategies for Health Care, Composition I and II, Software Applications, College Algebra, Diversity and Culture, history, humanities, social sciences, Career Strategies, Scientific Foundation of Exercise and Fitness, Medical Law and Bioethics, Anatomy and Physiology I and II; Vitamins, Herbs and Nutritional

Supplements; Alternative Medicine, Health and Wellness, Dining and Nutrition, Nutrition, chemistry, psychology, lower division electives, Exercise and Fitness Across the Lifespan, Research Methods for Health Sciences, Critical Issues in Management and Prevention, Wellness Psychology, Health Wellness Programming Design and Administration, upper division electives, and a capstone course in health and wellness.

Bachelor of Science in Health Science

The Bachelor of Science in Health Science is designed to prepare students for career opportunities in the health care and wellness field. Students will complete 180 quarter credits in the program. Course work consists of Academic Strategies for Health Care, Composition I and II, Software Applications, College Algebra, Diversity and Culture, history, humanities, social science, and Career Development Strategies. The major requires students to complete Scientific Foundation of Exercise and Fitness, Medical Law and Bioethics, Anatomy and Physiology I and II, Pharmacology, Diseases of the Human Body, Healthcare Administration, Health and Wellness, Principles of Nutrition, chemistry, psychology, research methods, Epidemiology and Biostatistics, public health, microbiology, environmental health, upper division electives, and a capstone course in health sciences.

Master of Science in Information Technology

Requirements for the Master of Science in Information Technology consist of 52 quarter credits. The program provides students with broad skills and a knowledge-based understanding of the information technology field. Coursework consists of Critical Concepts in Information Technology; systems analysis and design; database management, computer networks, management of information security, managing technology in a business environment, legal and ethical issues; elective courses that range from computer networks security, hacking and network defense; computer forensics and investigations; decision and support systems, knowledge base management systems, data warehousing and data mining, software engineering, advanced networking systems to cryptographic concepts and techniques, data driven web development, and graphic and multimedia systems. The program requires students to complete an applied information technology master project as a capstone course.

Assessment of Student Learning

Kaplan University utilizes the assessment portfolio and capstone course as its assessment model. The University's degree programs incorporate a battery of educational goals or outcomes that its students must fulfill for graduation. Within each course, a project is selected for assessment and associated with one or more of the program's outcomes. Personal reflections along with instructor assessment are also a part of the coursework rubric. All degree programs require each student to take a capstone course during their last term of study at the University. The courses provide students an opportunity to demonstrate the scope and depth of their learning experience. Hence, the capstone course reflects the effectiveness of program outcomes and provides a cumulative assessment of the student's overall achievement in their selected field of study.

Program Assessment

Kaplan University has an identified plan to address program quality and assessment. Learning outcomes are developed for each program and regularly reviewed by a team of Kaplan University faculty and administrators in coordination with an Advisory Council. The

University's Assessment Committee reviews all courses and programs to ensure appropriate educational outcomes.

Facilities (space, equipment, instructional materials)

Criterion 1030.60(a)(4) provides that the institution shall have adequate and suitable space, equipment and instructional materials.

Information submitted by Kaplan University indicates that the current facilities are adequate for program operations. Kaplan University's online platform is supported by a large number of web servers located in Downers Grove, Illinois at an Acxiom facility. These servers are configured in a manner that assures continuous operation. Courses are administered through the Course Management System, a database management system created and developed by staff at the University. The University has provided information that indicates the current infrastructure is adequate to support the addition of the proposed programs.

Library services are provided through a relationship developed between Kaplan University and Salmon Library at the University of Alabama in Huntsville. The library's catalog is available online for student access. The library can ship books to the students, and articles and excerpts can be scanned and sent electronically. The library also offers access to 13,000 electronic journals.

Faculty and Staff

Criterion 1030.60(a)(5) provides that the education, experience, and other qualifications of directors, administrators, supervisors, and instructors shall ensure that the students will receive education consistent with the objectives of the program.

Faculty members at Kaplan University are selected based upon academic and professional qualifications. Kaplan University has documented that faculty teaching at the University are required to have an academic degree in the discipline one level above the program of instruction.

Fiscal/Personnel Resources

Criterion 1030.60(a)(7) provides that the fiscal and personnel resources shall be sufficient to permit the institution to meet obligations to continuing programs while assuming additional resource responsibilities for the new degree program.

Kaplan University has submitted financial plans indicating that tuition revenues for the proposed programs will exceed operating expenditures within the third year of operation.

Program Information

Criterion 1030.60(a)(6) provides that the information which the institution provides for students and the public shall accurately describe the degree programs offered, program objectives, length of program, schedule of tuition, fees, and all other charges and expenses necessary for completion of the course of study, cancellation and refund policies, and such other material facts concerning the institution and the program or course 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 catalog submitted by Kaplan University provides accurate descriptions of degree programs offered and program objectives for the proposed areas of study. The University's cancellation and refund policies are fair and reasonable, and the University's publications include accurate statements about its accreditation and about limitations on transferability of earned credits to other institutions.

Accreditation/Licensure

There is no specialized accreditation for the proposed programs, nor are there licensure requirements for graduates.

Staff Conclusion. The staff concludes that Kaplan University and its proposed programs meet the criteria in Sections 1030.30 and 1030.60 of the rules to implement "The Private College Act" (110 ILCS 1005) and "The Academic Degree Act" (110 ILCS 1010), and the Illinois Board of Higher Education Policies pertaining to assessment and accreditation for licensure.

The staff recommends adoption of the following resolutions:

The Illinois Board of Higher Education hereby grants to The Chicago School of Professional Psychology Authorization to Grant the Doctor of Psychology in Clinical Forensic Psychology in the Chicago Region subject to the institution's implementation and maintenance of the conditions that were presented in its application and that form the basis upon which this authorization is granted.

The Illinois Board of Higher Education hereby grants to Kaplan University Authorization to Grant the Associate of Applied Science in Global Travel and Hospitality Management, Bachelor of Science in Psychology, Bachelor of Science in Nutrition Science, Bachelor of Science in Health and Wellness, Bachelor of Science in Health Science, and Master of Science in Information Technology in the Chicago Region subject to the institution's implementation and maintenance of the conditions that were presented in its application and that form the basis upon which these authorizations are granted.

