

**APPROVED**  
**January 22, 2025**

*Melissa Bealon*  
Board Secretary Melissa Bealon

Item #F-4  
January 22, 2025

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

**Submitted for:** Action.

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

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

Carl Sandburg College

- Automotive Technology Associate of Applied Science degree

Harper College

- Associate in Fine Arts in Music Production

STATE OF ILLINOIS  
BOARD OF HIGHER EDUCATION

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

By statute, the Illinois Board of Higher Education (IBHE) 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, staff of the IBHE and the Illinois Community College Board review the proposal. Once agreement is reached on a proposal having met the approval criteria, a recommendation for approval is presented to each board. In addition to the approval criteria in rules, each new program was reviewed for its contributions to the goals of the higher education strategic plan, *A Thriving Illinois: Higher Education Paths to Equity, Sustainability, and Growth*, which sets forth priorities to guide Illinois higher education. Staff recommendations are based on analyses of application materials and responses to staff questions.

**Executive Summary**

Carl Sandburg College

- Automotive Technology Associate of Applied Science degree

Carl Sandburg College is seeking approval for a 61-credit hour Automotive Technology Associate of Applied Science (AAS) program. The proposed program offers a comprehensive curriculum enabling students to master diagnosing and repairing automotive systems with a strong emphasis on safety and ethical practices. The curriculum requires 15 credit hours of general education coursework and 46 credit hours of career and technical education coursework. Career and technical coursework includes instruction in introductory automotive technology, career skills for industry, math for automotive technology, precision measuring instruments, introductory and advanced levels of automotive electricity, suspension and alignments, batteries: starting and charging, braking systems, introductory and advanced levels of engine repair and rebuilding, drivetrain systems, engine management, automotive heating and air conditioning, hybrid and electric vehicles, automotive transmissions, auto service management, dealership service practices, and a work-based learning experience in automotive maintenance or technology. The program will prepare graduates for optional National Center for Safe Supportive Schools (NC3) micro-credentials including the Snap-On 596F Multimeter certification. The proposed degree will provide an educational ladder opportunity for students and graduates of the College's existing Automotive Technology Certificate program. The College has sufficient library, technology, staff, and financial resources in place to support the proposed program.

Approval request summary, including staff conclusion, follows in Attachment A

Harper College

- Associate in Fine Arts in Music Production

Harper College is seeking approval for a 67-credit hour Associate in Fine Arts (AFA) in Music Production. The proposed AFA in Music Production degree offers courses required for transfer to a four-year college or university for students majoring in music specifically intended for baccalaureate programs related to music production or music business. The proposed degree mirrors the existing AFA in Music Performance degree program offered at the College. The proposed AFA degree is closely aligned with lower division coursework at universities offering bachelor's degree programs in music production and music business, offering students a seamless articulation process when transferring to a four-year institution. Students must complete 31 credit hours of general education coursework, 14 credit hours of music production coursework, 18 credit hours in music mechanics coursework, and four credit hours in applied music.

Assessment of student learning will be achieved through evaluation of a student portfolio prior to program completion or transfer by Harper College faculty. All facilities and equipment are currently in place to support the program including music recording studio classrooms, music rehearsal rooms, music study classrooms, music technology computer labs, performance classrooms, practice rooms, and professional-level performance venues. The program will require two full-time and up to 30 part-time faculty to implement the program. All faculty meet the requirements for teaching baccalaureate or transfer courses including a master's degree in music and at least nine years of work or teaching experience.

Approval request summary, including staff conclusion, follows in Attachment B.

The staff recommends adoption of the following resolutions:

*The Illinois Board of Higher Education hereby grants authority to Carl Sandburg College to offer the Automotive Technology Associate of Applied Science, 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 authority to Harper College to offer the Associate in Fine Arts in Music Production, 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.*

**Carl Sandburg College**  
**2400 Tom L. Wilson Boulevard**  
**Galesburg, IL 61401**  
**President: Dr. Seamus Reilly**

**Proposed Program Title:** Automotive Technology Associate of Applied Science

**Program Purpose:**

This program will prepare individuals for entry-level employment as automotive technicians to service and maintain vehicle heating and air conditioning systems, drive trains, axels, ignition, fuel systems, electrical systems, transmissions, and emissions.

**Catalog Description**

The Automotive Technology Associate of Applied Science (AAS) program is structured to equip graduates with skills and knowledge essential for a successful career in the automotive repair industry. This program offers a comprehensive curriculum enabling students to master diagnosing and repairing automotive systems with a strong emphasis on safety and ethical practices. By integrating emerging technologies and industry benchmarks into the coursework, the College ensures that students are prepared for the ever-evolving industry of automotive repair and maintenance. Emphasizing professionalism and collaborative teamwork, graduates of the proposed program will be prepared to pursue industry certifications and secure entry-level positions in the automotive repair industry.

**Curricular Information**

The curriculum requires 15 credit hours of general education coursework and 46 credit hours of career and technical education coursework. Career and technical coursework includes instruction in introductory automotive technology, career skills for industry, math for automotive technology, precision measuring instruments, introductory and advanced levels of automotive electricity, suspension and alignments, batteries: starting and charging, braking systems, introductory and advanced levels of engine repair and rebuilding, drivetrain systems, engine management, automotive heating and air conditioning, hybrid and electric vehicles, automotive transmissions, auto service management, dealership service practices, and a work-based learning experience in automotive maintenance or technology. The program will prepare graduates for optional National Center for Safe Supportive Schools (NC3) micro-credentials including the Snap-On 596F Multimeter certification. The proposed degree will provide an educational ladder opportunity for students and graduates of the College's existing Automotive Technology Certificate program. Assessment of student learning will be achieved through evaluation of the student's portfolio including artifacts of the students' skill achievements corresponding to industry skill standards, and by program faculty and during the work-based learning experience by the worksite supervisor.

**Justification for Credit Hours Required for the Degree**

The proposed degree exceeds 60 credit hours to include a required one credit hour Career Skills for Industry course strongly recommended by the College's program advisory committee.

## Accrediting Information

Carl Sandburg College is accredited by the Higher Learning Commission. No additional specialty accreditation is required, however, the proposed curricula in addition to existing related curricula, have been developed according to the National Institute for Automotive Service Excellence (ASE) accreditation standards.

## Diversity, Equity, and Inclusion Efforts

Carl Sandburg College is committed to equity strategies that involve closing gaps on who enrolls, persists, and completes programs in this field of study. The College currently utilizes multiple forms of outreach with underrepresented groups to increase enrollment, retention and graduation rates. Targeted efforts include focusing on attracting, recruiting, and retaining a diverse population of students including Career and Technical Education (CTE) programs. Carl Sandburg College provides a multitude of services for assisting students with program completion through various student support services available on campus and virtually such as academic support and tutoring, success coaching, career coaching, accessibility services, veteran-focused services, and the TRIO program. The College continues its efforts to hire and retain a diverse faculty, staff, and administration through diversity, equity and inclusion (DEI) training for search committees, advertising to diverse audiences, reviewing existing policies and practices, and providing access to DEI support activities throughout the year. The College will intentionally expose program students to a diverse set of faculty within the classroom as well as employers from diverse backgrounds in the automotive industry.

## Supporting Labor Market Data (including employer partners)

Labor market information provided by the College supports the interest in and the need for training programs in this field of study. According to the Illinois Department of Employment Security (IDES), overall growth in employment of “automotive technicians” is expected to increase by 3.3 percent statewide through 2030.

*Table 1: Employer Partners*

<b>Employers</b>	<b>Location</b>
Yemm Automotive	Galesburg, IL
Kunes Automotive Group	Galesburg, IL
Burce Foote Automotive	Monmouth, IL
Karmark	Galesburg, IL
Love's Truck Care	Knoxville, IL
Smith & Allen Garage	Galesburg, IL
Green Automotive Group	Quad Cities, IL/IA
Galesburg Ford	Galesburg, IL

*Table 2: Projected Enrollments*

<b>Automotive Tech A.A.S.</b>	<b>First Year</b>	<b>Second Year</b>	<b>Third Year</b>
Full-Time Enrollments:	7	9	11
Part-Time Enrollments:	0	0	0
Completions:	0	7	9

## Financial and Budgetary Information

One existing full-time faculty and one new part-time faculty will be necessary to implement the program. Program faculty will possess the appropriate qualifications with requisite National Institute for Automotive Service Excellence (ASE) certifications to teach specific coursework for ASE credentialing including a minimum of one year work experience in automotive maintenance or technology. One year teaching experience is preferred. New costs are projected to implement the proposed program related to the hiring of an additional adjunct faculty member. All existing resources will be utilized. This program will otherwise be fiscally supported through student tuition and fees.

*Table 3: Financial Information*

	<b>First Year</b>	<b>Second Year</b>	<b>Third Year</b>
Faculty Costs	\$15,218	\$15,979	\$16,778
Administrator Costs	0	0	0
Other Personnel Costs	0	0	0
Equipment Costs	0	0	0
Library/LRC Costs	0	0	0
Facility Costs	0	0	0
Other	0	0	0
<b>TOTAL NEW COSTS</b>	<b>\$15,218</b>	<b>\$15,979</b>	<b>\$16,778</b>

*Table 4: Faculty Requirements*

	<b>First Year</b>		<b>Second Year</b>		<b>Third Year</b>	
	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>	<u>Full-Time</u>	<u>Part-time</u>
New Faculty	0	1	0	0	0	0
Existing Faculty	1	0	1	1	1	1

## Staff Conclusion

Carl Sandburg College and its proposed program meet the criteria to implement the Board of Higher Education Act (110 ILCS 205) as outlined in 23. Ill. Admin. Code 1050.30 and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.

**Harper College**  
**1200 West Algonquin Road**  
**Palatine, IL 60067**  
**President: Dr. Avis Proctor**

**Proposed Program Title:** Associate in Fine Arts in Music Production

### **Program Purpose**

This program will provide a pathway for students to transfer into related music production or music business baccalaureate programs.

### **Catalog Description**

The Associate in Fine Arts (AFA) in Music Production program offers courses required for transfer to a four-year college or university for students majoring in music specifically intended for baccalaureate programs related to music production or music business.

### **Curricular Information**

The proposed requirements for the AFA in Music Production fall within acceptable limits as defined by the Administrative Rules of the Illinois Community College Board and are consistent with the Illinois Articulation Initiative (IAI) panel recommendations. The proposed degree mirrors the existing AFA in Music Performance degree program offered at the College. The proposed AFA degree is closely aligned with lower division coursework at universities offering bachelor's degree programs in music production and music business, offering students a seamless articulation process when transferring to a four-year institution. Students must complete 31 credit hours of general education coursework, 14 credit hours of music production coursework, 18 credit hours in music mechanics coursework, and four credit hours in applied music.

Assessment of student learning will be achieved through evaluation of a student portfolio prior to program completion or transfer by Harper College faculty. All facilities and equipment are currently in place to support the program including music recording studio classrooms, music rehearsal rooms, music study classrooms, music technology computer labs, performance classrooms, practice rooms, and professional-level performance venues. The program will require two full-time and up to 30 part-time faculty to implement the program. All faculty meet the requirements for teaching baccalaureate or transfer courses including a master's degree in music and at least nine years of work and/or teaching experience. The program will otherwise be supported fiscally through student tuition and fees.

### **Justification for Credit Hours Required for the Degree**

The curriculum was designed to provide a pathway for transfer while also building students' core music production skills and performance experience. Harper College has existing partnerships with Columbia College (Chicago, IL), and Western Illinois University (Macomb, IL) to develop a program for students to transfer their applied music production skills in pursuit of a related baccalaureate degree.

### **Accrediting Information**

Harper College is accredited by the Higher Learning Commission. No specialized accreditation is required.

### **Diversity, Equity, and Inclusion Efforts**

Harper College is committed to equity strategies that involve closing gaps on who enrolls, persists, and completes transfer programs. The College currently utilizes multiple forms of outreach with underrepresented groups in an effort to increase enrollment, retention and graduation rates. Targeted efforts include focusing on attracting, recruiting, and retaining a diverse population of students, with a particular focus on females and students in the district's Latinx and Black communities. The College further provides a multitude of services for assisting students with program completion through various student support services available on campus and virtually. The College continues its efforts to hire and retain a diverse faculty, staff, and administration through diversity, equity and inclusion (DEI) training for search committees, advertising to diverse audiences, reviewing existing policies and practices, and providing access to DEI support activities throughout the year. The College will intentionally seek to expose program students to a diverse set of faculty within the classroom as well as employers from diverse backgrounds in the music production industry.

### **Staff Conclusion**

Harper College and its proposed program meet the criteria to implement the Board of Higher Education Act (110 ILCS 205) as set forth in 23. Ill. Admin. Code 1050.30 and the Illinois Board of Higher Education policies pertaining to assessment and accreditation for licensure.