

PROGRAM MODIFICATION PROPOSAL FORM

Name of Institution: University of South Carolina Lancaster

Briefly state the nature of the proposed modification (e.g., adding a new concentration, extending the program to a new site, curriculum change, etc.): Dual enrollment students will be able to earn college credits from USC Lancaster toward the Associate of Arts or Associate of Science at this new site.

Current Name of Program (include degree designation and all concentrations, options, and tracks):
Associate of Arts or Associate of Science

Proposed Name of Program (include degree designation and all concentrations, options, and tracks):
N/A

Program Designation:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Associate's Degree | <input type="checkbox"/> Master's Degree |
| <input type="checkbox"/> Bachelor's Degree: 4 Year | <input type="checkbox"/> Specialist |
| <input type="checkbox"/> Bachelor's Degree: 5 Year | <input type="checkbox"/> Doctoral Degree: Research/Scholarship (e.g., Ph.D. and DMA) |
| <input type="checkbox"/> Doctoral Degree: Professional Practice (e.g., Ed.D., D.N.P., J.D., Pharm.D., and M.D.) | |

Does the program currently qualify for supplemental Palmetto Fellows and LIFE Scholarship awards?

- Yes
 No

If No, should the program be considered for supplemental Palmetto Fellows and LIFE Scholarship awards?

- Yes
 No

Proposed Date of Implementation: August 2018
CIP Code: 24.0101 (A.A. and A.S)

Current delivery site(s) and modes: USC Lancaster; traditional/face-to-face and distance education delivery

Proposed delivery site(s) and modes: Gray Collegiate Academy; 3833 Leaphart Road, West Columbia, SC 29169; traditional/face-to-face and distance education delivery

Program Contact Information (name, title, telephone number, and email address):

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Institutional Approvals and Dates of Approval:
Contract Approval: August 1, 2018

Background Information

Provide a detailed description of the proposed modification, including target audience, centrality to institutional mission, and relation to strategic plan.

The primary mission of the University of South Carolina is the education of the state's diverse citizens through teaching, research, creative activity, and service. Founded in 1801, the USC system is the largest university in the state, serving more than 50,000 students from its flagship Columbia campus, three comprehensive campuses (Aiken, Beaufort, and Upstate), and four regional campuses (Lancaster, Salkehatchie, Sumter, and Union).

The University of South Carolina Lancaster, a regional campus of the University of South Carolina, has as its mission to provide higher education and intellectual leadership to its service area, which includes Lancaster, Chester, Chesterfield, Fairfield, Kershaw, and York Counties. Its mission and vision statements were approved by the University's Board of Trustees in June 2016:

https://www.sc.edu/about/system_and_campuses/lancaster/about/mission_and_vision/index.php

As a part of the USC Palmetto College, USC Lancaster is committed to providing affordable and accessible higher education opportunities to students across South Carolina. For over three decades, the campus has provided quality dual credit opportunities to qualified high school students in its six-county service area and beyond. In 2018, Gray Collegiate Academy approached Palmetto College officials regarding the possibility of offering USC courses to their students. In keeping with its mission to serve the students and communities of South Carolina, USC Lancaster proposes that a limited number of undergraduate USC courses be offered to dual credit students at GCA. The physical address of the site is 3833 Leaphart Road, West Columbia, SC 29169.

USC Lancaster's course offerings at the site comprise less than 50% of courses applicable towards an associate degree, and SACSCOC was notified of this in 2018. Instructional methods employed for these courses consist of traditional in-class, on-site instruction, with USC-approved faculty members traveling to the site and teaching their classes.

Assessment of Need

Provide an assessment of the need for the program modification for the institution, the state, the region, and beyond, if applicable.

South Carolina adults are, by and large, undereducated. According to recent statistics, only 25.1% of South Carolinians earn a bachelor's, graduate, or other professional degree, approximately 5% below the national average. <https://statisticalatlas.com/state/South-Carolina/Educational-Attainment>

South Carolina's population has grown approximately 9% since 2010, and Richland County SC currently has an estimated population of 411,592, making it the second largest county in South Carolina. Its most recent annual growth rate has been estimated at 0.61%. <http://worldpopulationreview.com/us-counties/sc/richland-county-population/>. Gray Collegiate Academy's mission statement promises to offer students the "challenge of a rigorous

curriculum, high academic standards, and elite athletics” while also earning college credit. The dual credit program is therefore an important part of their core mission. <https://www.graycollegiateacademy.org/>

Expansion of USCL’s course offerings to this site will enable USC Lancaster not only to offer more options for GCA’s qualified students, helping to provide the “rigorous curriculum” and “high academic standards” central to its mission, and at the same time providing students with an affordable option for earning college credit while still enrolled as high school students.

Transfer and Articulation

Identify any special articulation agreements for the modified proposed program. **Provide the articulation agreement or Memorandum of Agreement/Understanding.** Will need a copy of the contract with CGA.

Currently, all USC Lancaster associate’s degrees are approved by the SC Commission on Higher Education and the Southern Association of Colleges & Schools Commission on Colleges (SACSCOC). Credits awarded towards these degrees are transferable to any institution which accepts transfer credit from the University of South Carolina.

Description of the Program

The AA and AS degree programs provide students with much of the general education requirements necessary for eventual completion of a bachelor’s degree at the University of South Carolina. Three specialized associate’s degrees – Business, Criminal Justice, and Technical Nursing – provide students with the skills and credentials necessary to enter directly into the workforce, while also allowing for them to continue their educational pursuits towards a bachelor’s degree in their chosen field. This new site location will enable USC Lancaster (and USC in general) to better serve students and to meet community needs in a growing area of the State.

Projected Enrollment						
Year	Fall Headcount		Spring Headcount		Summer Headcount	
	New	Total	New	Total	New	Total
2018-19	50	50	77	127	0	0
2019-20	130	130	0	130	0	0
2020-21	135	135	0	135	0	0
2021-22	140	140	0	140	0	0
2022-23	150	150	0	150	0	0

Explain how the enrollment projections were calculated.

Enrollment projections are based on current admissions data for the past several years in the associate’s degree programs, and information provided by Gray Collegiate Academy based on their qualified student population (juniors and seniors eligible for dual credit). Classed are budgeted to generate three or more credit hours per registration.

Curriculum

Attach a curriculum sheet identifying the courses required for the program. See Appendix A.

No changes to degree curricula are necessary to implement this program change.

Curriculum Changes

Courses Eliminated from Program	Courses Added to Program	Core Courses Modified
N/A	N/A	N/A

New Courses

List and provide course descriptions for new courses.

No new courses are necessary to implement this program change.

Similar Programs in South Carolina offered by

Public and Independent Institutions

Identify the similar programs offered and describe the similarities and differences for each program.

This proposal does not seek to create any new degree programs but rather is designed to make existing associate degree programs more readily available to students in a growing part of South Carolina.

The AA and AS degrees are offered at each of USC’s Palmetto College Campuses (Lancaster, Salkehatchie, Sumter, Union, and Extended University). The specialized associate’s degrees in Business, Criminal Justice, and Technical Nursing are unique, within the USC system, to USC Lancaster, but similar programs are available at some institutions around the state.

Regarding the business degree, for example, York Technical College (which is the closest in proximity to the proposed expansion site) awards associate’s degrees in business-related fields (e.g., accounting, management, etc.). However, USCL’s degree is specifically designed to lead a student directly into a USC bachelor’s degree. In addition to meeting 28 hours of the University’s Carolina Core (general education), students must complete 15 hours of approved USC professional area courses, and another 15 hours of courses specifically related to business. These courses will vary somewhat depending on the bachelor’s degree program which the student plans to pursue (e.g., Business, Integrated Technology, Organizational Leadership, etc.).

The same is true of the Criminal Justice degree. In addition to meeting 34 hours of the University’s general education requirements, USC Lancaster’s degree requires – as a part of the CRJU “major” – five courses specifically required for completing the USC Criminal Justice bachelor’s degree (CRJU 101, 202, 311, 312, and 313).

The Technical Nursing degree is a collaborative program between USC Lancaster and York Technical College, and none of the “major” courses (LANU) will be offered on the proposed expansion site, as they are clinical courses based in area hospitals.

Program Name and Designation	Total Credit Hours	Institution	Similarities	Differences
Associate in Arts	60	USCL	Identical	None
Associate in Science	60	USCL	Identical	None

This proposal is NOT a new degree program, but rather seeks to allow USC Lancaster to offer existing courses, which are applicable to its existing associate's degree programs, at the site.

Faculty

State whether new faculty, staff or administrative personnel are needed to implement the program modification; if so, discuss the plan and timeline for hiring the personnel. Provide a brief explanation of any personnel reassignment as a result of the proposed program modification.

No additional full-time faculty will be required to implement the program. Existing full-time faculty and part-time faculty will be used for instruction. Course offerings will be limited to those courses which have traditionally demonstrated the highest student demand – e.g., ENGL 101 & 102, HIST 111 & 112, MATH 111, 115, 122, 141, etc. In order to remain under the “50% of degree” guidelines, fewer than 30 credit hours total will be available, so the estimate will be that in any given year, there will be between five and nine USC-approved faculty assigned to teach on site.

We can therefore anticipate the need for between five and ten faculty members on site during the first year. Additional faculty may eventually be sought, based on enrollment growth and program demand.

Resources

Identify new library, instructional equipment and facilities needed to support the modified program.

Library Resources: No new library resources will be needed to serve this new location. Medford Library at USC Lancaster was established to support “the curricular, scholarly, and pedagogical needs of USC Lancaster students, faculty, and staff.” Two tenured faculty librarians and one staff librarian ensure access to library resources and books both in hard copy and electronic formats. Librarian contact information is readily available on the Medford Library main page:
https://sc.edu/about/system_and_campuses/lancaster/experience/library/index.php

Students will be able to request materials from PASCAL and Interlibrary Loan, with USC transportation (i.e., the Carolina Shuttle) available for delivery of resources to the site. Access to the Medford Library’s holdings is easily accessible off site. The library’s electronic card catalog is available here:
<http://libcat.csd.sc.edu/search~S16>

Similarly, Medford Library makes available a wide array of resources through the internet. A selection of databases (numbering 218) to which Medford Library subscribes and which support the academic areas of study at USC Lancaster can be found at this link: <http://usclanaster.libguides.com/az.php>

Many services are made available to faculty, staff, and students including Inter-Library Loan, PASCAL Delivers, and the Library of Things. Other services can be found here:
<http://usclanaster.libguides.com/c.php?g=322991&p=2163768>

Equipment: No additional major equipment purchases are estimated to implement this program. Small purchases, if needed, will be absorbed by the academic divisional budget for the course(s) requesting them.

Facilities: Furniture and office supplies will be supplied from existing sources. No additional purchases are anticipated for this site.

Impact on Existing Programs

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Will the proposed program impact existing degree programs or services at the institution (e.g., course offerings or enrollment)? If yes, explain

Yes

No

Financial Support

Estimated Sources of Financing for the New Costs						
Category	1st	2nd	3rd	4th	5th	Total
Tuition Funding*	110,295	148,200	153,900	159,600	171,000	742,995
Program-Specific Fees						
Special State Appropriation						
Reallocation of Existing Funds						
Federal, Grant, or Other Funding						
Total	110,295	148,200	153,900	159,600	171,000	742,995
*Approximately 95% of all Gray Collegiate Academy student tuition will be covered by lottery funding.						
Estimated New Costs by Year						
Category	1st	2nd	3rd	4th	5th	Total
Program Administration and Faculty and Staff Salaries	42,000	48,000	54,000	54,000	60,000	258,000
Facilities, Equipment, Supplies, and Materials						
Library Resources						
Other (specify)						
Total	42,000	48,000	54,000	54,000	60,000	258,000
Net Total (i.e., Sources of Financing Minus Estimated New Costs)	68,295	100,200	99,900	105,600	111,000	484,995

Provide a brief explanation for all new costs and sources of financing identified in the Financial Support table.

All new costs associated with the Gray Collegiate Academy dual enrollment program will be for faculty salaries. The program will not add new expenses to existing campus overhead support, facilities, supplies or equipment. Course tuition and any associated fees will be used to offset faculty salaries.

Evaluation and Assessment

Program Objectives	Student Learning Outcomes Aligned to Program Objectives	Methods of Assessment
1) Effective Communication Through Writing	Students must be able to identify and analyze issues, develop logical and persuasive arguments, and communicate ideas clearly for a variety of audiences and purposes through writing and speaking.	This is a Carolina Core principle that is assessed with the CMW (effective, engaged, and persuasive communication: written component) rubric.
2) Aesthetic and Interpretive Understanding	Students must be able to create or interpret literary, visual or performing arts.	This is a Carolina Core principle that is assessed with the AIU (aesthetic and interpretive understanding) rubric.
3) Analytical Reasoning and Problem Solving	Students must be able to apply the methods of mathematical, statistical, or analytical reasoning to critically evaluate data, solve problems, and effectively communicate findings verbally and graphically.	This is a Carolina Core principle that is assessed with the ARP (analytical reasoning and problem-solving) rubric.
4) Global Citizenship and Historical Thinking	Students must be able to use the principles of historical thinking to understand past human societies.	This is a Carolina Core principle that is assessed with the GHS (global citizenship and multicultural understanding: historical thinking) rubric.
5) Global Citizenship and Multicultural Understanding	Students must be able to use the principles of the social sciences to explore diverse cultural identities and to analyze political and environmental issues.	This is a Carolina Core principle that is assessed with the GSS (global citizenship and multicultural understanding: social sciences) rubric.
6) Values, Ethics, and Social Responsibilities	Students must be able to examine different kinds of social and personal values, analyzing the ways in which these are manifested in communities as well as individual lives.	This is a Carolina Core principle that is assessed with the VSR (values, ethics, and social responsibility) rubric.

As a Palmetto College campus, USC Lancaster participates fully in the assessment endeavors of the University of South Carolina. There will be no new program offerings at the site. However, all courses taught there will be subject to the same review and assessment procedures of those taught on the current campus.

All USC Lancaster courses conduct student evaluations at the end of each semester. The results of these courses are compiled and shared with the faculty member, the appropriate departmental chair, and the Associate Dean for Academic & Student Affairs. These results are then used for annual peer and administrative evaluation of the faculty member.

Because the general AA and AS degree programs are awarded on all Palmetto College campuses, and because the degrees comprise the bulk of the University's Carolina Core, assessment is coordinated centrally by the Office of the Associate Provost for Palmetto College Campuses.

The Palmetto College Specialty Team/Assessment Committee, which consists of representatives from each Palmetto College campus and unit, meets regularly and identifies those courses which have been designated as meeting specific Carolina Core outcomes. As the follow chart indicates, the assessment of all outcomes is accomplished over a three-semester period:

CC Outcome	Fall 2018 (Even Years)	Spring 2019 (Odd Years)	Fall 2019 (Odd Years)
AIU – Aesthetic & Interpretative Understanding		X	
ARP – Analytical Reasoning & Problem Solving	X		
CMS – Effective Engaged & Persuasive Communication: Spoken Component			X
CMW – Effective Engaged & Persuasive Communication: Written Component			X
GFL – Global Citizenship & Multicultural Understanding: Foreign Language		X	
GHS – Global Citizenship & Multicultural Understanding: Historical Thinking	X		
GSS – Global Citizenship & Multicultural Understanding: Social Sciences	X		
INF – Information Literacy			X
SCI – Scientific Literacy			X
VSR – Values, Ethics, & Social Responsibility		X	

Artifacts (i.e., assignments which demonstrate a designated learning outcome) are collected from courses in the selected Core Outcome Group. Specialty team members from the PC campuses then review the artifacts and score them by using an assessment rubric. Results of the scoring are compiled and shared with faculty (or department/division chairs, as appropriate) for use in making modifications or improvements to the curriculum.

For courses relevant to its specialized associate's degree programs (Business, Criminal Justice, and Nursing), USC Lancaster has a local Assessment Committee consisting of qualified faculty members.

The Associate's degree in Business is an accredited program through ACBSP and, in addition to the course evaluations of all business courses, undergoes annual assessment and evaluation as a part of the requirements for reaccreditation. Faculty work with the Assessment Committee to collect data related to program learning outcomes and prepare an Annual Quality Assurance Report. These may be found online at https://www.sc.edu/about/system_and_campuses/lancaster/internal/faculty_and_staff/assessment/index.php. Results are shared with faculty and with the Assessment Committee for use in making program modifications and curricular changes.

For the Associate's degree in Criminal Justice, all CRJU courses are reviewed annually. Results of the course evaluations are shared with CRJU faculty and with members of the Assessment Committee for use in making recommendations for changes to the degree curriculum, program learning outcomes, and improvements in student success rates.

USC Lancaster's Associate's degree in nursing is a collaborative program with York Technical College and is approved by the Board of Nursing for South Carolina, as well as fully accredited by ACEN (the Accreditation Commission for Education in Nursing). In addition to the course evaluations conducted in all classes, the program undergoes annual evaluation and assessment of learning outcomes as a part of its approval and accreditation process. Student achievement data may be found online at https://www.yorktech.edu/uploadedFiles/Smartform_Content/Major/ACEN_Published_student_achievement_data.pdf.

Will any the proposed modification impact the way the program is evaluated and assessed? If yes, explain.

- Yes
 No

Will the proposed modification affect or result in program-specific accreditation? If yes, explain; and, if the modification will result in the program seeking program-specific accreditation, provide the institution's plans to seek accreditation, including the expected timeline.

- Yes
 No

Will the proposed modification affect or lead to licensure or certification? If yes, identify the licensure or certification.

- Yes
 No

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Explain how the program will prepare students for this licensure or certification.

If the program is an Educator Preparation Program, does the proposed certification area require national recognition from a Specialized Professional Association (SPA)? If yes, describe the institution's plans to seek national recognition, including the expected timeline.

Yes

No

Associate in Arts (A.A.)

Course Requirements

(The most common Lancaster campus options are listed below; additional approved courses in each category may be found at the Carolina Core website. <http://www.sc.edu/carolinacore/courses.php>)

ENGL 101	3	
ENGL 102	3	
3 hours of Math, Computer Science, Statistics, or Logic, chosen from among the following courses or any approved ARP courses: MATH 111i, MATH 111, MATH 115, MATH 122, MATH 141, MATH 142, MATH 170, MATH 172, STAT 110, STAT 112, STAT 201, STAT 205, CSCE 101, CSCE 102, CSCE 145, PHIL 114 (previously PHIL 110).		
	3-4	
7 hours total of lab science, (including at least one associated laboratory course) chosen from among approved SCI courses: BIOL 110, BIOL 120(L), BIOL 206, BIOL 243(L), BIOL 244(L), BIOL 270(L), BIOL 101(L), BIOL 102(L), CHEM 102, CHEM 105, CHEM 111, ENVR 101(L), GEOG 202, GEOL 101, GEOL 103, GEOL 110, MSCI 101, MSCI 102, MSCI 210(L), MSCI 215(L), PHYS 201(L), PHYS 202(L), PHYS 211(L), PHYS 212(L).		
Foreign Language course at the 109 level or higher, or a score of 2 on any foreign language placement test.		
3 hours chosen from among approved GHS courses: HIST 101, HIST 102, HIST 104, HIST 108, HIST 109, HIST 111, HIST 112.		
	3	
6 hours chosen from among approved GSS courses: AFAM 201, ANTH 101, ANTH 102, CRJU 101, GEOG 103, POLI 101, POLI 201, PSYC 101, SOCY 101, WGST 112.		
	3	
	3	
6 hours chosen from among approved AIU courses: ARTE 101, ARTH 105, ARTH 106, ARTS 103, ARTS 104, ENGL 270, ENGL 282, ENGL 283, ENGL 284, ENGL 285, ENGL 286, ENGL 287, ENGL 288, FILM 180, FILM 240, MUSC 110, MUSC 140, THEA 170, THEA 200.		
	3	
	3	
3 hours chosen from CMS, INF or VSR courses (may not be a course used above): SPCH 140, STAT 112, HIST 108, PHIL 211, PHIL 320, POLI 201, BIOL 208, WGST 112, RELG 205.		

Students must have a cumulative GPA of 2.0 on USC coursework and must have at least 15 hours of coursework from the home campus.

Note: Completion of this degree plan will satisfy at least 25 hours of the Carolina Core:

6 hours CMW, 7 hours SCI, 3 hours GFL, 3 hours GHS, 3 hours GSS, 3 hours AIU, and 3 hours from CMS, INF, or VSR.

Course Requirements

(The most common Lancaster campus options are listed below; additional approved courses in each category may be found at the Carolina Core website. <http://www.sc.edu/carolinacore/courses.php>)

ENGL 101	3	
ENGL 102	3	
6 hours of Math, Computer Science, Statistics, or Logic, chosen from among the following courses or any approved ARP courses: MATH 111i, MATH 111, MATH 112, MATH 115, MATH 122, MATH 141, MATH 142, MATH 170, MATH 172, STAT 110, STAT 112, STAT 201, STAT 205, CSCE 101, CSCE 102, CSCE 145, PHIL 114 (previously PHIL 110).		
8 hours total of lab science, (including at least two associated laboratory courses) chosen from among approved SCI courses: BIOL 110, BIOL 120(L), BIOL 208, BIOL 243(L), BIOL 244(L), BIOL 270(L), BIOL 101(L), BIOL 102(L), CHEM 101, CHEM 102, CHEM 105, CHEM 111, ENVR 101(L), GEOG 202, GEOL 101, GEOL 103, GEOL 110, MSC1 101, MSC1 102, MSC1 210(L), MSC1 215(L), PHYS 201(L), PHYS 202(L), PHYS 211(L), PHYS 212(L)		
Foreign Language course at the 109 level or higher, or a score of 2 on any foreign language placement test.		
3 hours chosen from among approved GHS courses: HIST 101, HIST 102, HIST 104, HIST 108, HIST 109, HIST 111, HIST 112		
	3	
6 hours chosen from among approved GSS courses: AFAM 201, ANTH 101, ANTH 102, CRJU 101, GEOG 103, POLI 101, POLI 201, PSYC 101, SOCY 101, WGST 112		
	3	
	3	
3 hours chosen from among approved AIU courses: ARTE 101, ARTE 260, ARTH 105, ARTH 106, ARTS 103, ARTS 104, ARTS 210, ENGL 270, ENGL 282, ENGL 283, ENGL 284, ENGL 285, ENGL 286, ENGL 287, ENGL 288, FILM 180, FILM 240, MUSC 110, MUSC 140, THEA 170, THEA 200		
	3	
3 hours chosen from CMS, INF or VSR courses (may not be a course used above): SPCH 140, STAT 112, HIST 108, PHIL 211, PHIL 103, PHIL 320, POLI 201, BIOL 208, WGST 112, RELG 205.		
	3	
Additional elective credit to meet 60 hours total. No more than 3 hours of PEDU courses may be included.		
Students must have a cumulative GPA of 2.0 on USC coursework and must have at least 15 hours of coursework from the home campus.		
Note: Completion of this degree plan will satisfy at least 25 hours of the Carolina Core: 6 hours CMW, 7 hours SCI, 3 hours GFL, 3 hours GHS, 3 hours GSS, 3 hours AIU, and 3 hours from CMS, INF, or VSR.		