

**Associate of General Studies Program Proposal – Hutchinson Community College**

<u>Criteria</u>	<u>Program Summary</u>
Program Identification	Associate of General Studies CIP Code: 24.0101
Academic Unit	Academic Affairs
Proposed Date of Initiation	August 2015
Program Description	The Associate of General Studies provides a flexible general education degree to meet student interest, career goal, academic need, and desire for lifelong learning. The degree is designed to develop critical thinking, problem-solving, ethical decision-making, and communication skills that are critical for employment and educational advancement opportunities.
Number of Credits for the degree	64 Credit Hours
Location(s) of Program	The Associate of General Studies will be a degree option at all Hutchinson Community College centers.
Demand/Need for Program	<p>Those who graduate with an AGS degree are qualified to pursue a range of employment opportunities that require a general education foundation. Communication skills, critical thinking/problem solving skills, and math/quantitative/analytical reasoning skills gained through this degree are transferable and, as evidenced by recent surveys on employer priorities for college learning and success, are highly desired traits in the workplace.</p> <p>This is further evidenced by U.S. Department of Labor Bureau of Statistics report that the 2013 employment rate for those with any associate degree was 2.1% higher than those with only a high school diploma.</p>
Comparative/Locational Advantage	The Associate of General Studies is offered at the 18 other public community colleges in Kansas. The proposed AGS would provide access in the HCC service area to a degree for students largely interested in lifelong learning and wanting a flexible curriculum that would help them meet their educational goals.
Curriculum	The Associate in General Studies degree requires 64 credit hours, with a minimum of 30 of those hours in general

	<p>education courses from the following areas:</p> <ul style="list-style-type: none"> <li>• English and Speech</li> <li>• Social Science</li> <li>• Science and Mathematics</li> <li>• Humanities and Literature</li> <li>• Necessary Skills</li> </ul> <p>Students will work with an advisor to determine the additional 34 hours needed to complete the degree. The degree plan will vary to fit the student's educational goal.</p>
Faculty Profile	<p>HCC qualifications for general education faculty are a master's degree with at least 18 credit hours in the assigned course content. The 52 full-time faculty who teach general education courses meet this educational qualification.</p>
Student Profile	<p>The Associate in General Studies degree will attract students who meet HCC admission requirements and are desiring a more flexible curriculum than that of the AA, AS, or AAS degree.</p>
Academic Support, Facilities and Equipment	<p>Because the program draws on existing courses, no additional resources are required for implementation. Hutchinson Community College will utilize its existing advising services, physical facilities, instructional equipment, instructional materials, library holdings, etc, to support and sustain the proposed program.</p>
Program Review, Assessment and Accreditation	<p>No specialized accrediting is available for the AGS degree. Hutchinson Community College has an ongoing program review process. At the end of each academic year, annual updates of program reviews are submitted to the Office of the Vice President of Academic Affairs through a narrative about the previous year assessing both successes and the areas in need of program improvement. Then every three years, department chairs who oversee the core curriculum of the Associate of General Studies, the Curriculum and Program Improvement Coordinator, selected faculty in the discipline, and a faculty member from outside the discipline review the content of the program, the program outcomes, the enrollment data, and the persistence, retention, and success rates. In addition to these areas, the group examines other programs of a similar nature both inside and outside Kansas to analyze best practices. Modifications are then made to the program based upon the data collected.</p>

	<p>Each semester, faculty report the completion and achievement of student learning outcomes for courses. This data as well as persistence, retention, and success data are reviewed annually by department chairs. This continues an ongoing assessment for courses, programs, and institution-wide outcomes.</p>
Costs, Financing	<p>No additional resources are required to support the program.</p>

# Narrative

Completely address each one of the following items for new program requests. Provide any pertinent supporting documents in the form of appendices.

## Program Description

- **Provide a complete catalog description for the proposed program.**

The Associate of General Studies provides a flexible general education degree plan to meet student interest, career goal, academic need, and desire for lifelong learning. The degree is designed to develop critical thinking, problem-solving, ethical decision-making, and communication skills that are critical for a variety of employment and educational advancement opportunities.

- **List and describe the admission requirements and the graduation requirements for the proposed program.**

The Admission Requirements for the Associate of General Studies:

The admission requirements for the proposed program align with Hutchinson Community College's admission requirements, which require the applicant meet the following criteria:

- Have completed an application for admission
- Be a high school graduate from an accredited high school or a holder of a GED Diploma.
- Home schools must be registered with the State of Kansas in order to be recognized.
- Have submitted official transcripts including High School/ GED and any College/Technical Schools attended.
- High School transcripts will be evaluated in the following ways: HCC will use weighted GPA for scholarship purposes only, unweighted GPA on a 4.0 scale will be used for data collection and reporting.
- For out-of-country High School Graduates' transcripts to be evaluated, they must be submitted through [www.wes.org](http://www.wes.org).
- Be seeking a degree or certificate from HCC, or taking courses for transfer to another accredited institution in order to complete a degree.
- Not currently be considered a degree seeking or certificate seeking student (semester length or longer program), at another institution.
- Be a United States citizen or legal resident of the U.S.

Graduation Requirements for the Associate of General Studies:

To be candidates for graduation and to have their names on the commencement program, students must file an application for graduation with the Records Office and pay the graduation fee in the Business Office. Candidates must enroll in a sufficient number of hours to total 64 by the end of the calendar year in which they apply. Graduation dates posted on the academic record correspond to the semester of completed coursework. Candidates for graduation must have a minimum 2.00 cumulative GPA for graduation and must have earned at least 15 of their last 24 semester hours from Hutchinson Community College.

HCC posts degrees at three different periods during the school year: the date of Spring commencement, August 15 and December 15. Students' diplomas will bear the same dates as the completed transcripts although the college will hold only one commencement exercise per year. Students who have applied for graduation must complete the graduation requirements within the same calendar year or must reapply for graduation.

Students shall follow the guidelines of the catalog under which they begin, provided they remain continuously enrolled at HCC from the semester of entry to the semester of graduation. Continuous enrollment is defined as the successful completion of at least one class during each semester (excluding summer sessions). Students who are not continuously enrolled from the date of entry to the date of graduation shall follow the guidelines of the catalog under which they reenter.

- **List and describe the specific objectives for the proposed program.**

HCC graduates with an Associate of General Studies will be able to do the following institution-wide outcomes:

1. Demonstrate the ability to think critically and make reasonable judgments by acquiring, analyzing, combining and evaluating quantitative and non-quantitative information.
2. Demonstrate the skills necessary to access and manipulate information through various technological and traditional methods.
3. Demonstrate effective communication through writing and speaking.
4. Demonstrate effective interpersonal skills.

The Associate of General Studies represents the philosophy of education to provide an adequate body of common knowledge necessary to assure a broadly-based liberal education. These courses strive to provide proficiency in writing, reading, speaking and listening; they teach mathematical structures which acquaint students with critical thinking skills; they encourage an understanding of science and scientific inquiry; and they provide familiarity with various branches of human understanding.

- **Describe how the proposed program relates to the institutional mission.**

Hutchinson Community College's mission is "Expanding the Tradition of Excellence through Learning and Collaboration." The Associate of General Studies is directly tied to every component of the mission. This degree will expand our offerings to our stakeholders by providing a new degree structure that utilizes our strong curriculum already established at the institution. Collaboration occurs with our faculty, advisors, and the rest of the HCC community working together to create the best learning environment for the students.

### **Demand for the Program**

- **Describe the student demand for the program and how the level of interest was determined.**

For the last several years, the Associate of Arts and the Associate of Science degrees have been under review at Hutchinson Community College. One of the proposed changes to the structures of the degrees is to have College Algebra as the minimum mathematic requirement for the Associate of Arts (this requirement is already part of the curriculum for the Associate of Science). While this will better align the Associate of Arts degree with others across the state, it will no longer work for a demographic who does not need College Algebra for future educational pursuits or does not desire to take this course. Furthermore, the Associate of General Studies, a degree for

those primarily aimed towards pursuing lifelong learning, will provide further flexibility to allow the students to achieve their educational goals.

- **Identify employer demand/labor market need. Provide sources of data.**

In 2013, the Association of American Colleges and Universities released the results of their employer survey on the priorities for college learning and success. The survey asked employers what college students needed in order to be successful. 95% of the respondents reported “they give hiring preference to college graduates with skills that will enable them to contribute to innovation in the workplace.” 93% stated “a candidate’s demonstrated capacity to think critically, communicate clearly, and solve complex problems is more important than their undergraduate major.” Furthermore, the findings showed “[m]ore than three in four employers say they want colleges to place more emphasis on helping students develop five key learning outcomes, including: critical thinking, complex problem-solving, written and oral communication, and applied knowledge in real-world settings.” This study is not alone in its findings. The National Association of Colleges and Employer’s Job Outlook Survey found similar results, which *Forbes* also echoed.

The outcomes for the Associate of General Studies at Hutchinson Community College align with this demand/labor market need by providing the curriculum where students can learn the skills and traits employers are seeking in the job market. This is evidenced by recent U.S. Department of Labor’s Bureau of Statistics reports that the 2013 employment rate for those with any associate degree was over 2% higher than those with only a high school diploma.

Cited Data:

“It Takes More Than a Major: Employer Priorities for College Learning and Student Success.” The Association of American Colleges and Universities. Washington, D.C. April 10, 2013. Retrieved from <https://www.aacu.org/publications-research/periodicals/it-takes-more-major-employer-priorities-college-learning-and>

“The Skills/Qualities Employers Want in New College Graduate Hires.” National Association of Colleges and Employers. November 18, 2014. Retrieved from <https://www.nacweb.org/press/faq.aspx#qualities>

“The 10 Skills Employers Most Want in 2015 Graduates.” Susan Adams. *Forbes*. 11/12/2014. Retried from <http://www.forbes.com/sites/susanadams/2014/11/12/the-10-skills-employers-most-want-in-2015-graduates/>

US Department of Labor Statistics. “Employment Status of the Civilian Noninstitutional Population 25 years and Over by Education Attainment, Sex, Race, and Hispanic or Latino Ethnicity.” *Current Population Survey*. 1/15/2015. Retrieved from <http://www.bls.gov/cps/cpsaat07.htm>

## Duplication of Existing Programs

- Identify other similar programs in the state based on CIP code, title and content. Associate of General Studies is offered at the following institutions: Allen Community College, Barton Community College, Butler Community College, Cloud County Community College, Coffeyville Community College, Colby Community College, Cowley Community College, Dodge City Community College, Fort Scott Community College, Garden City Community College, Highland Community College, Independence Community College, Johnson County Community College, Kansas City Kansas Community College, Labette Community College, Neosho County Community College, Pratt Community College, and Seward County Community College.
- Provide evidence and rational for why collaboration was not a viable option and why there is a need for a duplicative program.

Given the nature of the Associate of General Studies, collaboration is not a viable option, for the degree is similar in nature to the Associate of Arts and Associate of Science degrees at Hutchinson Community College and other Kansas community colleges. This degree will be utilized mainly by students in the Hutchinson Community College service area who are pursuing lifelong learning similar to those completing an Associate of General Studies at other community colleges across the state.

## Program Information

- Identify by prefix, number and title courses to be required or elective in the proposed program. Please see Attachment I.
- **If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative.**

The Associate of General Studies at HCC would contain an integrated core of general education requirements. This emphasis helps students understand they are not only individuals but also members of the greater human community. These requirements can enrich the lives of students, broaden their perspectives, and make learning a lifelong enterprise.

A student may qualify for an Associate in General Studies degree by completing a program of study consisting of 64 hours, with a minimum of 30 of those hours in general education courses from the following areas:

- English and Speech
- Social Science
- Science and Mathematics
- Humanities and Literature
- Necessary Skills.

The additional 34 hours to complete the degree could be directed towards certain concentrations or emphases; however, at this time, there is no formalized plan to create these. Students will work with their advisor to create a degree plan that best fits their academic needs.

- **Indicate any internship and/or opportunities for students to apply the knowledge and skills attained.**

There are no internships and/or opportunities for students to apply the knowledge and skills attained as part of the core curriculum of the Associate of General Studies; however, students do have the ability to participate in internships as part of their electives. In addition to this, students will have the opportunity to directly utilize the information gained in their classes during future semesters. For an example, students can apply the writing and research skills gained in EN101 English Composition I in courses they take afterward.

- **Identify any career clusters and pathways to which the proposed program belongs.**

With the Associate of General Studies not falling under Career Technical Education, it would not belong not belong to any career cluster and pathway.

- **List any specialized accreditation required and/or available for the proposed program and describe the institution's plan to achieve that accreditation.**

No specialized accreditation is required for an Associate of General Studies.

## Faculty

- **Describe and list current faculty and their credentials who will be faculty for the proposed program.**

The faculty qualifications for the Associate of General Studies follow the Kansas Board of Regents' qualifications for hiring an instructor at a community college with HCC's general education faculty having a master's degree with at least 18 credit hours in the assigned course content.

The following is the list of the full-time faculty separated into the general education discipline in which they teach:

### **English and Speech**

#### English

Max Carroll  
Dr. Kelly Clasen  
Janet Cook  
Bonnie Feeser  
Frances Johannsen  
Amy Manley  
Tara Nicholson  
Dan Pohl  
Bill Sheldon  
Melissa Stanton

#### Speech

Jordan Christiansen  
Kenny Hopkinson  
Kathy Mendenhall  
Rachel Santine

### **Social Science**

#### Economics

Dr. Karen Baehler

#### Geography

Femi Ferreira

#### Psychology

Ellen Blair  
Dr. Sue Ann  
Osterhout  
Dr. David Neufeldt  
Dr. Brian Nuest

#### Sociology

Kim Newberry  
Jessica Niblack

### **Science and Mathematics**

#### Biology

Joyce Barker  
Michelle Carey  
Dr. Ken Gaeddert  
Dr. Rob Holmes  
Dr. Mark Nolen  
Dr. Tricia Paramore

#### Chemistry

Lynn Anderson  
Erin Beavers  
Dr. Charles Buller  
Jennifer Wiens

#### Math

David Bosworth  
Ken Gamber  
Allen Pinkall  
Sherri Rankin  
Pamela Turner  
Ron Wingfield

#### Physics

Brian Bird  
Dr. Dan Smith

### **Art & Humanities**

#### Art

Scott Brown  
Jeri Griffin

#### History

Brad Fenwick  
Tom Percy

#### Music

Neal Allsup  
Dr. Matthew Cash  
Jeff Pelischek  
Nick Schroeder

#### Philosophy

Charles Kerschen

#### Spanish

Marilyn Bolton

#### Theatre

Deidre Mattox  
Dr. Charlene Widener

- **Identify the number and credentials of new faculty to be hired.**  
No new faculty will need to be hired for this new degree.

### **Cost and Funding for Proposed Program**

- **Provide evidence of adequate resources including projected staff requirements, advising services, physical facilities, instructional equipment, instructional materials, library requirements, contractual services or clinical placements to support and sustain the proposed program.**

Because the program draws on existing courses, no additional resources are required for implementation. Hutchinson Community College will utilize its existing advising services, physical facilities, instructional equipment, instructional materials, library holdings, etc, to support and sustain the proposed program.

### **Program Review and Assessment**

- **Describe the process and frequency for review of the program content including competencies.**

Hutchinson Community College has an ongoing program review process. At the end of each academic year, annual updates of program reviews are submitted to the Office of the Vice President of Academic Affairs through a narrative about the previous year assessing both successes and the areas in need of program improvement. Then every three years, department chairs who oversee the core curriculum of the Associate of General Studies, the Curriculum and Program Improvement Coordinator, selected faculty in the discipline, and a faculty member from outside the discipline review the content of the program, the program outcomes, the enrollment data, and the persistence, retention, and success rates. In addition to these areas, the group examines other programs of a similar nature both inside and outside Kansas to analyze best practices. Modifications are then made to the program based upon the data collected.

- **Describe the process and frequency for review of the level of program success and process for remediation of areas of concern.**

Each semester, faculty report the completion and achievement of student learning outcomes for courses. This data as well as persistence, retention, and success data are reviewed annually by department chairs. This continues an ongoing assessment for courses, programs, and institution-wide outcomes. Any areas of concerns are then monitored and can be addressed quickly.

## CURRICULUM OUTLINE

### I. Identify the new degree:

Associate of General Studies proposed by Hutchinson Community College

### II. Provide courses required for each student in the major:

	<b>Course Name and Number</b>	<b>Credit Hours</b>
<b>Core Courses</b>	EN101 English Composition I (or equivalent)	3
	EN102 English Composition II	3
	SH101 Public Speaking	3
	MA105 Intermediate Algebra or Higher	3
	Social Science Option	6
	Natural Science Option	4
	Humanities and Literature Option	6
	Necessary Skills Option	2
	Electives	General Electives
<b>Total</b>		<b>64</b>

#### **Social Science Option (Students must take either PS101 General Psychology or SO 100 Fundamentals of Sociology):**

EC100 Macroeconomics	SO100 Fundamentals of Sociology
EC101 Microeconomics	SO101 Marriage and Family
GE101 World Geography	SO102 Changing Roles of Women and Men
GE110 United States Regional Geography	SO107 Introduction to Family System Theory
GO100 American Government	SO111 Cultural Anthropology
GO101 State and Local Government	SO113 Cultural Diversity
GO102 International Relations	SO119 Addictions and Society
PS100 General Psychology	SO120 Introduction to Addictions Counseling
PS101 Human Relations	SO122 Introduction to Social Work
PS102 Human Growth and Development	SO123 Social Welfare and Society
PS201 Psychology of Personality	SO201 Social Problems
PS202 Abnormal Psychology	

#### **Natural Science Option (The course must include lecture and a lab):**

BI101 General Biology (4 hrs.)	CH108 Principles of Organic and Biochemistry
BI103 Human Anatomy and Physiology (6 hrs.)	CH110H Honors Principles of Chemistry I (5 hrs.)
BI104 Biology I (5 hrs.)	CH111H Honors Principles of Chemistry II (5 hrs.)
BI105 Biology II (5 hrs.)	CH201 Organic Chemistry I (5 hrs.)
BI112 General Microbiology (4 hrs.)	CH202 Organic Chemistry II (5 hrs.)
CH101 General Chemistry (5 hrs.)	PY103 Physical Geology (3 hrs.)
CH105 Chemistry I (5 hrs.)	
CH106 Chemistry II (5 hrs.)	

PY104L Physical Geology Lab (1 hr.)  
PY110 Physical Science (5 hrs.)  
PY112 General Physics I (5 hrs.)

PY113 General Physics II (5 hrs.)  
PY201 Engineering Physics I (5 hrs.)  
PY202 Engineering Physics II (5 hrs.)

**Humanities and Literature Option:**

AR101 Art Appreciation  
AR102 Art History: Modern  
AR103 History of American Art  
AR104 Art History: Paleolithic to Medieval  
AR105 Art History:Renaissance to Modern  
AR106 Art Education  
EN120 Children's Literature  
EN121 World Mythology  
EN201 Introduction to Literature  
EN202 British Literature I  
EN203 British Literature II  
EN204 American Literature I  
EN205 American Literature II  
EN206 Contemporary Literature  
EN207 Introduction to Shakespeare  
EN214 Intro. Cultural Studies: Fairy Tales  
EN215 Medieval Literature in Contemp. Society  
FR101 Elementary French I  
FR102 Elementary French II  
FR103 Elementary French III  
GR101 Elementary German I  
GR102 Elementary German II  
GR103 Elementary German III  
HI101 American History 1492-1865  
HI102 American History 1865-Present  
HI103 World History to 1600  
HI104 World History since 1600  
HI105 European History 1500-1815

HI106 European History 1815-Present  
HI110 History of Latin American Civilization  
HI111 A Survey of Russian History  
HI115 History of Ancient Rome  
HI116 History of Medieval Civilization  
HI121 Kansas History  
HI122 Film History of World War II  
HI201 Topics in History  
IT101 Italian I  
IT102 Italian II  
MU101 Music Appreciation  
MU102 Introduction to Music Literature  
MU106 Music Theory I  
MU107 Music Theory II  
MU127 Introduction to Jazz/JazzRock  
MU206 Music Theory III  
MU207 Music Theory IV  
MU208 History of Art Music of the West.  
World  
PL101 Introduction to Philosophy  
PL103 Introductory Logic  
PL104 Ethics  
PL105 Death and Dying  
SP103 Elementary Spanish I  
SP104 Elementary Spanish II  
SP105 Elementary Spanish III  
TH115 Theatre Appreciation

**Necessary Skills Option:**

BU107 Personal Finance  
BU118 Introduction to Leadership  
BU120 Job Search/Retention  
BU121 Customer Service/Professional Image  
ED105 Success Seminar/College Orientation  
ED105H Honors Success Seminar/College  
Orientation  
ED110 Career Decision Making  
ED118 Introduction to Leadership  
HE202 Nutrition  
IS103 Microcomputer Literacy  
IS104 Microcomputer Applications  
IS105 Advanced Microcomputer Applications  
IS135 Website Layout and Graphics

IS137 Website Ethics and Security  
PE106 First Aid and CPR  
PE122 Rhythms I  
PE123 Rhythms II  
PE124 Aquatic Fitness  
PE126 Conditioning and Fitness Concepts I  
PE127 Conditioning and Fitness Concepts II  
PE130 Beginning Bowling  
PE131 Advanced Bowling  
PE137 Beginning Swimming  
PE138 Intermediate Swimming  
PE140 Badminton/Tennis  
PE141 Volleyball/Softball  
PE142 Flag Football/Basketball

PE145 Golf  
PE146 Beginning Horsemanship  
PE148 Karate I  
PE149 Handball and Racquetball  
PE150 Karate II  
PE151 Social Dance-Beginning  
PE152 Social Dance-Advanced  
PE153 Modern Jazz  
PE156 Aerobic Dance

PE157 Advanced Horsemanship  
PE173 Fitness for Life  
SH122 Voice and Diction  
SH210 Interpersonal Communication  
SH220 Persuasive Communication  
SH225 Argumentation and Advocacy  
SO103 Stress Management  
SO104 Assertiveness Training  
TH122 Voice