



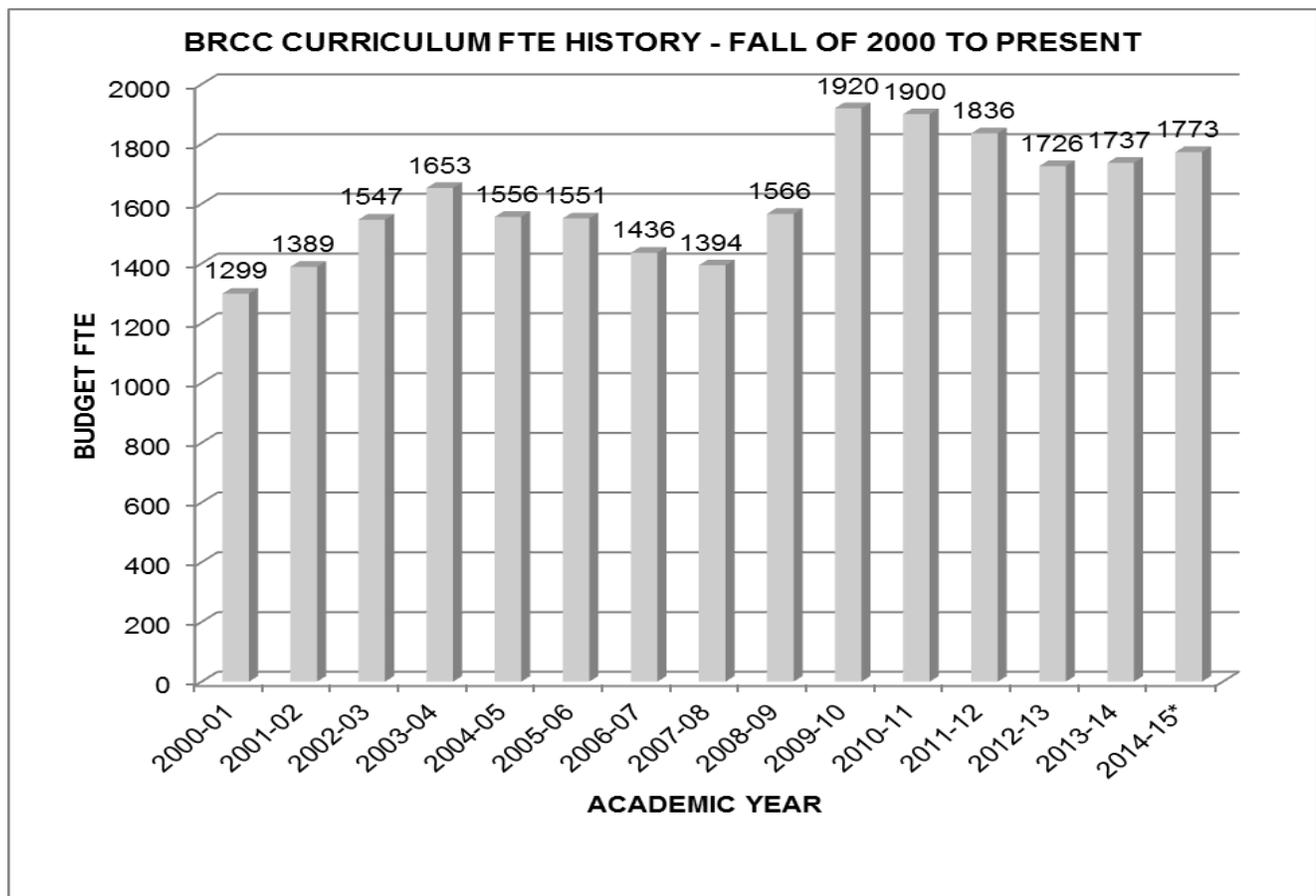
Report to the  
Board of Trustees  
Curriculum Committee

Alan H. Stephenson  
Vice President for Instruction  
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## Executive Summary

The academic year 2014-15 was marked by continued changes in programs and policies at the state and federal level. Significant changes occurred in the Business Administration and Information Technology program areas, and the new Comprehensive Articulation Agreement and a Reverse Transfer Agreement were implemented. In addition, new agreements were signed with the UNC system to cover an Associate in Engineering degree and an ADN to BSN articulation, which went into effect fall term, 2015. Locally, we continue to strive to provide relevant programs that prepare students for transfer to universities or to obtain appropriate employment. The college currently provides instruction in 53 degree and two Career and College Promise (CCP) transfer pathways, 41 diplomas (including 12 CCP diplomas), and 94 certificates areas (including 28 CCP certificates), which allows both high school and adult students to train for a new job, update their job skills, or prepare for more advanced study. In addition, multiple articulation agreements are in place with other colleges and universities in over 20 different program areas. A breakdown of the student demographics for Fall Semester, 2015 is attached.

The downturn in the economy in 2008-2009 led to significant increases in community college enrollments across the country, and BRCC was no exception.



As shown in the chart above, a downward trend in FTE that began in 2004 was reversed in 2008 when the college showed a 12.3% increase in FTE from the previous year. The increase continued in the 2009-2010 school year, when FTE again showed a significant increase (23.6%). The 1920 FTE generated in the 2009-2010 school year corresponded to the largest enrollment in the history of BRCC. Since then, numbers have trended downward as the economy has improved. Since summer FTE is now counted in our budget allotment, the total for the 2014-15 academic year (\*) includes FTE generated during summer term, 2014 (163 FTE). Without the summer FTE being included, we would have seen an FTE decrease in the 2014-15 academic year to 1610, a decrease of 7.3% from the previous year.

We are continuing to search for opportunities to develop new programs to meet the continually changing needs of our community. Program reviews and trend analyses are ongoing to determine how best to position our college for the future.

### **Update on State-Wide Initiatives**

BRCC was one of five community colleges in the state approved to offer the Associate in Engineering degree Fall Semester, 2015. We currently have 7 students enrolled in the program, with most completing Calculus 1 fall term.

Two Curriculum Improvement Projects (CIPs) have been completed in the past 18 months. The first of these, Business Administration, will result in changes to how we offer our Business Administration degrees. Currently, we offer three degrees – Business Administration; Business Administration/Banking and Finance; and Business Administration/Marketing and Retailing. Under the new plan, all majors would fall under the umbrella program of Business Administration, with students selecting “tracks” based on their interest. By combining these programs, students are given clearer pathways to the degrees they are pursuing without unnecessary duplication of similar courses. Since BRCC is approved to offer one or more Business Administration degrees, we are automatically approved to offer any of the underlying tracks, simplifying the process of program approval.

The second CIP is in Information Technology. Like the Business Administration program, four separate degrees we currently offer will be combined under a single major entitled “Information Technology”. Students within that major will select specific tracks in computer programming, web technologies, etc.

A uniform articulation agreement which guarantees alignment between ADN and BSN programs has been signed, and went into effect Fall Semester, 2015. While the agreement does not guarantee acceptance at a particular university, the agreement does guarantee that all our graduates in Associate Degree Nursing have met the requirements for the UNC system nursing programs to enter as juniors.

The 2014 Comprehensive Articulation Agreement between the NC Community College System and the University of North Carolina System went into effect Fall Term, 2014. One significant change is the decrease in required semester credit hours for an AA or AS from 65 to 60. We have worked closely with

returning students to determine if changing to the new program or remaining in the old program is the in the best interest of the student. Significant changes in which courses are considered core transfer courses require that we work individually with each student to determine what is best for them.

For some time, we have given students with certifications in fields such as Basic Law Enforcement Training, Automotive, Fire Protection Technology, and others, the option to use those certifications to receive credit in the respective curriculum courses. We have now begun offering courses concurrently, such that students in the same classroom can receive either CE or CU credit. This gives students the option to take the course as a CE course to see if the subject is something they want to pursue, without the concern that a bad grade would negatively impact their GPA. To date, we have offered this in introductory classes in machining, industrial maintenance, and welding, and have plans to expand the program farther. We have also begun working on a procedure that would certify certain continuing education courses as being available to transfer from CE to CU. This certification would tell students that the course meets the same rigorous standards as its curriculum counterpart, and could be used in the future as part of a curriculum program of study.

### **FTE Analysis Information**

Attached to this report is an FTE analysis by program for the past four years. Programs in the Advanced Technology Department have shown the largest enrollment gains since the 2011-1012 academic year. The most significant enrollment decline was in Arts and Sciences programs (Community Spanish Interpreter, Film and Video, Environmental Science). We are working to improve recruitment and retention in those programs, as discussed below.

### **Previously Approved Feasibility Studies**

Last year, the board CRC voted to allow us to begin a feasibility study of the possibility of offering a program in Outdoor Leadership. Through numerous meetings with employers, it was determined that there is currently little workforce demand for a full degree in Outdoor Leadership. Employers often look for specific training which in many cases we can offer through Continuing Education. For that reason, the curriculum feasibility study was abandoned, but Continuing Education continues to offer several courses in the areas of outdoor recreation.

Also last year, the board CRC voted to allow the college to begin a feasibility study for Physical Therapy Assistant. The process is ongoing, and we hope to have a complete study for Board approval in early spring. A recent search found 44 vacant positions currently advertised in the region, so we believe this is a viable program to consider.

**New certificates, diplomas, and degrees proposed for Fall, 2016**

Jay Alley, Dean of Fire Protection and Emergency Medical Sciences, has been approached by several organizations requesting that we look at offering an online Emergency Management Technology associate degree. We currently offer a certificate, but additional coursework and a full degree might be valuable for the community. **The administration is requesting board approval to begin a feasibility study for the Associate Degree in Emergency Management Technology.** Currently, the only college in western NC that offers the program is Caldwell CC&TI. Due to the approval process time line, it is likely that Spring, 2016 would be the earliest we would be able to begin offering the program'

In the table below, all the new certificates, diplomas, and degrees are listed for board approval.

<b>Program Code</b>	<b>Program Title</b>
C25100C	Accounting - Bookkeeping Certificate II
D25120	Business Administration - Marketing and Retailing Diploma
C25120E	Business Administration - Entrepreneurship Certificate
A25590 (and local pathway program codes)	<b>Information Technology Program</b> with Computer Programming and Development, Support and Services, Network Management, and Web Administration and Design "Tracks"
D25590CP	Information Technology - Computer Programming Diploma
D25590SS	Information Technology - System Support Diploma
C25590PR	Information Technology - Computer Programming Certificate
C25590OS	Information Technology - Operating System Administration Certificate
C25590RS	Information Technology - Routing and Switching Certificate
C25590SE	Information Technology - System Security Certificate
C40350LG	Mechatronics Engineering Tech - Logistics Certificate

**The administration is asking board approval to move forward with offering the indicated certificates, diplomas, and degrees, including the proposed tracks under Information Technology.**

## Recommendations for Program Suspensions

We are not recommending any program suspensions at this time. However, there are a number of programs which have struggled in recent years to maintain an adequate number of students. The table below lists those programs.

### Programs with low and/or declining enrollment

Program	FTE Analysis					
	09-10	10-11	11-12	12-13	13-14	14-15
Collision Repair and Refinishing*	11.1	11.7	13.1	10.1	10.3	13.0
Community Spanish Interpreter	22.2	22.2	14.9	10.9	12.3	10.4
Drama	8.3	19.3	18.9	12.2	10.5	8.8
Environmental Science Technology	27.1	29.4	12.2	11.6	12.7	7.1
Film and Video Production Technology	14.0	16.0	18.9	15.1	13.9	7.8
Networking Technology	14.0	10.3	12.0	8.2	11.9	5.7
Music	13.0	10.0	11.1	7.2	11.9	10.3

\*Was Autobody Repair until 2010

The FTE Analysis section lists the FTE generated by students who are coded into that program. The list includes students in certificate, diploma, or degree programs. The faculty for these programs were asked last year to develop plans for increasing enrollment. Since it can take some time for new initiatives to show results, we propose to give these programs at least one more year to show improvements. A new full-time Environmental Science instructor was hired beginning fall, 2015. Networking Technology has been redesigned under the CIP recently completed by the system. The lead faculty member for Film and Video offered courses at East High School fall term, 2015, and is planning a "Film Camp" for summer, 2016. Should we not see increased enrollment, we may have to request that the Board inactivate the programs in the near future.

### Other Program Strengths and Needs

The Program Review Committee, which is composed of faculty and staff from curriculum and continuing education, recently completed a review of nine programs. The programs in the curriculum computer area are not recommending changes until the results of the statewide curriculum improvement program are known.

The Regionally Increasing Baccalaureate Nurses (RIBN) program continues to attract highly qualified nursing applicants. Reports from WCU indicate that BRCC students are performing at a high level due to the excellent training they receive from BRCC nursing faculty.

The faculty in the engineering programs at BRCC are working with Western Carolina University to become ABET (Accreditation Board for Engineering and Technology) accredited. This accreditation will allow BRCC to develop an articulation with WCU for students to transfer into mechanical engineering at WCU's Biltmore Park campus. In order to meet the standards for ABET accreditation, the faculty have

been attending national training sessions, and significant state and BRCCEF funds have been invested in the programs. Sharon Suess has been named to the state-wide Engineering Articulation group. Sharon has developed an articulation agreement with WCU in mechanical engineering technology, so we now offer an AAS in Pre-engineering technology which meets the WCU articulation requirements.

### **Personnel Changes**

Bryan Bagley has been named the John Brookes Williams Endowed Chair in Computer Integrated Machining.

Joe Shook, Automotive Technology, has been hired to replace Matt Reiger, who has taken a job in industry. The faculty in the program are being provided additional professional development funds to improve their skills and knowledge in Alternative Fuels and Light Duty Diesel.

Matt Broome has been hired to replace welding instructor Mark Tankersley, who left BRCC to pursue a master's degree at Ohio State University.

Farhan Farhan has been hired to replace engineering instructor Kent Green, who returned to industry.

Chris Grose was hired to lead our environmental science program.

Retirements – Chester Lilly (Biology, May 2015); Caren Kessler (English, December 2015)