

BOARD OF HIGHER EDUCATION
REQUEST FOR COMMITTEE AND BOARD ACTION

COMMITTEE: Academic Affairs

NO.: AAC 13-36

COMMITTEE DATE: June 11, 2013

BOARD DATE: June 18, 2013

APPLICATION OF BENJAMIN FRANKLIN INSTITUTE OF TECHNOLOGY TO AWARD THE ASSOCIATE IN SCIENCE IN CONSTRUCTION MANAGEMENT, THE ASSOCIATE IN SCIENCE IN TECHNOLOGY BUSINESS AND MANAGEMENT, AND THE ASSOCIATE IN SCIENCE IN HEALTH INFORMATION TECHNOLOGY

MOVED: The Board of Higher Education hereby approves the Articles of Amendment of **Benjamin Franklin Institute of Technology** to award the **Associate in Science in Construction Management, the Associate in Science in Technology Business and Management and the Associate in Science in Health Information Technology.**

Authority: Massachusetts General Laws, Chapter 69, Section 30 *et seq.*

Contact: Dr. Shelley Tinkham, Assistant Commissioner for Academic, P-16 and Veterans Policy

BOARD OF HIGHER EDUCATION

**Benjamin Franklin Institute of Technology
Associate in Science in Construction Management
Associate in Science in Technology Business and Management
Associate in Science in Health Information Technology**

INTENT

Benjamin Franklin Institute of Technology (BFIT) a New England Association of Schools and Colleges (NEASC) - accredited, private coeducational institution, located in Boston, MA, requests authorization to offer the Associate in Science in Construction Management, the Associate in Science in Technology Business and Management, and the Associate in Science in Health Information Technology. The mission and purpose of the proposed programs are to provide students an opportunity to develop technical expertise along with managerial and organizational skills in the specified fields.

Associate in Science in Construction Management

The Associate of Science (AS) in Construction Management provides graduates with a background of technical and organizational skills that apply to construction projects from conception to completion. The AS in Construction Management builds on the existing Associate of Science in Building Technology and Design and business courses offered in the Bachelor in Science of Automotive Management and adds courses specific to successful completion of construction projects.

Associate in Science in Technology Business and Management

The proposed Associate in Science in Technology Business & Management provides graduates with essential business skills grounded in knowledge of a technological field, preparing them to work in technology-based businesses. This degree builds on previously approved existing technology degrees, the Associate in Science in Computer Technology, Associate in Science in Electrical Engineering and Associate in Science in Mechanical Engineering as well as on the business courses offered in the Bachelor of Science in Automotive Management. Technology Business and Management majors study technology more broadly though not in the same depth as someone specializing in an area. According to a recent report by the Georgetown Center on Education and the Workforce, the highest paying jobs for individuals who have earned an associate degree are in business and manufacturing, with the highest category within those fields operations management, which requires a blending of business, management and technical skills.

Associate of Science Health Information Technology:

Benjamin Franklin Institute of Technology received authorization to award a Bachelor of Science in Health Information Technology (BSHIT) in October 2012. The proposed Associate of Science (AS) degree students to receive a degree after two years in the program. This will also facilitate transfer for those students who are interested. The combination of an AS with the option to continue to a BS in HIT at Benjamin Franklin strengthens the overall integrity of both programs, as students will be able to attain workplace-ready skills after two years.

The Associate in Science in Technology Business and Management was approved by the institution's Board of Trustees on January 12, 2012; the Associate in Science in Health Information

Technology on March 26, 2012 and the Associate in Science in Construction Management on January 21, 2013.

INSTITUTIONAL OVERVIEW

For over one hundred years, Benjamin Franklin Institute of Technology has been educating technologists. The institute is Benjamin Franklin's living legacy in Boston. It evolved directly from his bequest of £1000 to "the Inhabitants of the Towne of Boston," set forth in a codicil to his will dated 1789. In his codicil, he wrote, "I have considered that among Artisans good Apprentices are most likely to make good Citizens." He specified that for the first hundred years his bequest be used as a revolving loan fund to help young married tradesmen start their own businesses, the fund managers to be the Selectmen of the Town of Boston and the ministers of the oldest Episcopalian, Congregational, and Presbyterian churches in the town. This money eventually came to the Institute through a fund established to hold the trust's money.

With the demise of the apprentice system in the 19th century, the Franklin Fund managers decided that Dr. Franklin's intentions could best be served by some form of public education serving the people of Boston. In December 1904, Andrew Carnegie who was an admirer of Franklin agreed to match the money in the Franklin Fund to build the College on two conditions: that the new school be an industrial school similar to the Cooper Union and New York City's Mechanics' and Tradesmen's School, and that the City of Boston provide the land. The agreement was struck. The institution began as the Franklin Union. It would change its name again to the Franklin Institute of Boston in 1961. In 2001, the College became the Benjamin Franklin Institute of Technology.

In 1957, the institution received approval to grant the Associate in Engineering degree; and by 1971 students could choose from six associate degree programs. In 1983, approval was given to award the Associate in Science in Automotive Technology degree and in 1995, BFIT was authorized to award the Bachelor of Science in Automotive Technology. In 2006, the institution was approved to offer the Honorary Bachelor of Humane Letters and Associate in Science in Opticianry. In 2011, the institution was approved to change the Associate in Engineering degrees to Associate in Science degrees in Architectural Technology, Computer Engineering Technology, Computer Technology, Electrical Technology, Electronic Engineering Technology, Mechanical Engineering Technology, and Medical Electronics Engineering Technology. The BS in Automotive Technology was changed to a BS in Automotive Management in 2011. Approval to grant a Bachelor of Science Health Information Technology was granted in 2012. The institution requested in 2013 that the Associate in Science in Architectural Technology be changed to an Associate of Science in Building Technology and Design and that the Associate of Science in Medical Electronics Engineering be changed to an Associate of Science in Biomedical Engineering Technology.

The Institute currently seeks the authority to offer the Associate in Science in Health Information Technology, Associate in Science in Construction Management and Associate in Science in Technology Business and Management.

ACADEMIC AND RELATED MATTERS

Admission Requirements

Students entering Benjamin Franklin Institute of Technology must have a high school diploma or GED. Incoming students are assessed using a variety of tools to develop a profile of the individual's cognitive and non-cognitive strengths and challenges. This profile is used for

placement in initial courses. Students are admitted to the bachelor's program provided they are prepared for college-level English and math. Students who require additional development before beginning college studies are admitted case-by-case or are referred for additional support. The college welcomes transfer students. Transfer credit may be granted for courses completed with a C or better and is based on recommendations from the department chairs of each curricular area. Students at BFIT in other majors would be able to transfer internally.

Tuition and Fees

Based on AY2012-2013 gross tuition, total cost for each two-year proposed programs is \$33,900.

Projected Enrollment

AS Construction Management

	# of Students Year 1	# of Students Year 2	# of Students Year 3	# of Students Year 4
New Full Time	12	16	20	24
Continuing Full Time	0	8	12	16
New Part Time	0	0	0	0
Continuing Part Time	0	0	0	0
Totals	12	24	32	40

AS Technology Business and Management

	# of Students Year 1	# of Students Year 2	# of Students Year 3	# of Students Year 4*
New Full Time	12	20	20	20
Continuing Full Time	0	8	16	16
New Part Time	1	1	1	1
Continuing Part Time	0	1	1	1
Totals	13	30	38	38

AS Health Information Technology

	# of Students Year 1	# of Students Year 2	# of Students Year 3	# of Students Year 4*
New Full Time	6	12	15	16
Continuing Full Time	0	5	8	10
New Part Time	0	1	1	1

Continuing Part Time	0	0	1	2
Totals	6 (6 FTE)	17 (17.5 FTE)	25 (24 FTE)	29 (27.5 FTE)

Curriculum (Attachment A)

AS Construction Management

The associate degree in Construction Management requires 66 credits. The AS in Construction Management provides graduates with a background of technical and organizational skills that apply to construction projects from conception to completion. The program includes technical courses on building technology and construction management and a general education core.

AS Technology Business and Management

The AS Technology Business and Management requires 68-69 credits dependent on technological specialty and includes courses in business and management, a technology specialty and a general education core. The core business and technology courses provide a foundation in general business practices and familiarity with the vocabulary of technological fields. The standard track will include foundational instruction in computers and IT, electromechanical systems, and manufacturing and materials. Students would have the option of selecting an alternative specialization to meet career interests or to make good use of technological learning achieved in the pursuit of another degree.

AS Health Information Technology

The AS in Health Information Technology requires 67 credits. Courses in healthcare issues and terminology and technology courses provide students with the knowledge to manage healthcare information technology systems and to manage, plan, design, and monitor health data, data sets, and databases. The AS in Health Information Technology is derived from the existing BS in Health Information Technology.

PROGRAM EFFECTIVENESS

The institution developed the following learning outcomes for each proposed program:

AS in Construction Management

Upon successful completion of the associate degree in CM, the graduate will be able to:

- Apply knowledge in planning, budgeting, and scheduling of labor, materials and equipment;
- Apply quality standards in construction;
- Communicate in speech and in writing;
- Estimate job costs and requirements for construction projects;
- Identify construction project objectives and assist in their execution;
- Identify elements of sustainability in buildings and construction and explain their costs and benefits;
- Oversee project safety;
- Read and revise construction documents, including CAD files;

- Select contractors and set project performance goals;
- Use knowledge of construction and management principles and practices to support continued learning;
- Work ethically and responsibly in the construction industry; and
- Work in teams to solve management and technical problems.

AS Technology Business and Management

Upon completion of the associate degree program in Technology Business and Management, the graduate will be able to:

- Speak and write clearly and persuasively on business and technical topics.
- Communicate business issues to a technical audience and technical issues to a business audience.
- Contribute to effective teams.
- Apply financial concepts and techniques to the analysis of business proposals.
- Describe and understand technological challenges facing a business.
- Understand and use the terminology of computer science, manufacturing, or other technology fields.
- Apply corporate responsibility and ethics to support sound decisions.
- Describe marketing principles and apply them to promote a product or service.
- Develop a technical idea into a business plan.
- Apply lean principles and quality measures within a process of continuous improvement.

AS in Health Information Technology

Upon successful completion of the Associate's Degree in Health Information Technology, the graduate will be able to:

- Apply and integrate the basic knowledge attained in networking, computer programming, and database technologies to support health care information solutions.
- Apply knowledge of health care concepts and terminology to assist users of computerized information storage and retrieval systems.
- Apply HIT communication standards, such as the HL7 messaging standard, to support the interoperability of health information systems.
- Effectively communicate technical observations, results, issues, and successes, in both speaking and writing.
- Explain the importance of HIT concepts such as meaningful use, health information exchange, and clinical decision support.
- Observe administrative, legal, and medical constraints and rules in the implementation and use of HIT systems.
- Provide basic level computer programming and scripting to maintain and improve HIT systems.
- Recognize the need for and develop the ability to engage in lifelong learning.
- Support the administration of computer, network and web services and security.
- Understand mathematics at the level of college algebra and pre-calculus and apply this knowledge to solve HIT related problems.
- Understand professional, ethical, and social responsibilities.

Each academic department at the college undergoes a comprehensive academic program review process. At the core of this review is an inquiry into the stated goals and student learning outcomes of the program. The process includes a study of student resources as well as student enrollment, retention, and graduation data. Curriculum is reviewed and analyzed and program facilities are examined to identify both physical and technological needs. The result of the academic program review process is a self-study document that provides a critical analysis of the

effectiveness of the program and creates a blueprint for improvement to the program. A comprehensive five-year plan ensures that each program regularly undergoes this systematic review.

RESOURCES AND BUDGET (Attachment B)

Administration and Faculty

The proposed programs will be housed within existing departments of Building Technology and Design and Computer Engineering and will share administrative and instructional resources with that department. Each of the proposed programs builds on existing associate degree programs offered by the institution. There is current capacity in existing courses in the majors and in general education. Additional courses necessary for the new majors will be taught by current full-time and adjunct faculty. The institution has thirty-four full-time faculty and thirty-eight part-time faculty.

Library and Information Technology

The proposed programs will utilize current resources held by the library in support of the associated degrees. Resources include books, e-books, online databases and periodicals covering areas of business, management; resources in each of the areas related to computer technology, computer, mechanical, electrical and automotive technology; as well as resources to support the general education core of the institution. The library receives support in the operating budget each year to expand as necessary the resources held. The facility includes 27 laboratories, 12 classrooms, student spaces, and offices on a three-acre campus in the South End neighborhood of Boston. The campus centers on the Franklin Union Building, an historic 1908 structure designed specifically for technical education.

Financial Resources

The budgets for the proposed programs are provided in Attachment B. The costs for the proposed programs are incremental as they build on currently offered degrees and existing capacity.

INTERNAL REVIEW

Staff reviewed the initial application of Benjamin Franklin Institute of Technology to offer the three proposed associate's degrees and determined that each of the degrees was closely related to existing degrees at the Institute and could therefore qualify for an internal review. 610 CMR 208(2)(c) provides Board staff with the ability to conduct an internal review if the degrees sought are closely related to existing degrees offered by the institution. The Associate in Science in Construction Management utilizes existing associate level courses in the Building Technology and Design and Automotive Management programs; the Associate in Science in Technology Business and Management draws on associate level courses from Computer Technology, Mechanical Engineering, and Electrical Engineering as well as associate and bachelor level business courses taught in Automotive Management; and the Associate of Science in Health Information Technology is drawn directly from the approved Bachelor of Science in Health Information Technology and represents the first two-years of this bachelor's degree.

Board staff completed an initial review of the applications and noted no substantive issues with the applications. Clarifying and/or missing information with respect to syllabi and faculty vita were sought and provided by the institution. Board staff carefully reviewed proposed curriculum of each program and determined that the majority of the courses are existing courses. Syllabi for new courses were reviewed and determined to be complete and appropriate. Existing faculty are

appropriately qualified in the areas in which they teach. Each proposed program has sufficient full-time and adjunct faculty to offer the program.

A site visit to Benjamin Franklin Institute of Technology occurred in April 2012 when the Bachelor of Science in Health Information Technology was under review. Based on that recent visit staff is satisfied that the facilities and library resources are adequate to support the proposed programs.

PUBLIC HEARING

The required public hearing was held in the Board of Higher Education office on June 10, 2013. Mr. Richard Pien who introduced himself as a representative from the Boston Committee, Ward Five, commented on general issues related to campus security and students' mental health.

STAFF ANALYSIS AND RECOMMENDATION

After a thorough evaluation of all documentation submitted, staff is satisfied that the proposal of Benjamin Franklin Institute of Technology to award the **Associate in Science in Construction Management, the Associate in Science in Technology Business and Management and the Associate in Science in Health Information Technology** degrees meet the criteria set forth in 610 CMR 2.08(3) in the Degree-Granting Regulations for Independent Institutions of Higher Education, accredited by the New England Association of Schools and Colleges. Recommendation is for approval.

ATTACHMENT A: CURRICULUM OUTLINE

Undergraduate Program Curriculum Outline AS Construction Management

Required (Core) Courses in the Major (Total # courses required = 12)		
Course Number	Course Title	Credit Hours
BT100	Construction Graphics	4
BT110	Introduction to CAD	3
BT160	Building Construction and Materials	4
BT220	Sustainable Building Technologies	3
BT250	Environmental Systems	4
BT262	Project Scheduling	3
BT280	Statics and Strength of Materials	4
CM101	Construction Management I	3
CM130	Construction Estimating	3
CM145	Heavy Construction	3
CM201	Construction Management II	3
CM250	Construction Surveying	3
Sub Total Required Credits		40

General Education Courses (Total # courses required = 8)	
Indicate Distribution of General Education Requirements Below Attach or Insert Link to List of General Education Offerings (Course Numbers, Titles, and Credits)	# of Gen Ed Credits
Arts and Humanities, including Literature and Foreign Languages	6-9
Mathematics and the Natural and Physical Sciences	14
Social Sciences	3-6
Sub Total General Education Credits	26
Curriculum Summary	
Total number of courses required for the degree	20
Total credit hours required for degree	66
Prerequisite, Concentration or Other Requirements: <i>As in the BTD program students will be encouraged and supported in workplace experiential learning opportunities, though the program will have no formal requirement.</i>	

Undergraduate Program Curriculum Outline (Continued)

General Education Courses (Total # of courses required = 8)		
Course Number	Course Title	Credit Hours
EN130	College Composition I	3
EN140	College Composition II	3
MA105	Technical Mathematics I	3
MA115	Plane and Solid Geometry	4
MA120	College Algebra and Trigonometry	3
PH212	Physics I	3
PH215	Physics Lab	1
SS 000	Humanities or Social Science electives (two courses)	6
	<i>Sub Total General Education Credits</i>	26

Undergraduate Program Curriculum Outline
AS Technology Business and Management

Required (Core) Courses in the Major (Total # courses required = 15)		
Course Number	Course Title	Credit Hours
BS110	Introduction to Business	3
BS120	Introduction to Marketing	3
BS101	Principles of Accounting	3
BS210	Entrepreneurship	3
BS220	Introduction to Quality Systems	3
BS108	Personnel Management	3
BS285	Technology Business Capstone	1
BS250	Summer Seminar	1
CT134	Introduction to Operating Systems	3
CT145	Survey of Programming Languages	4
EE101	Introduction to Electromechanical Systems	3
EE131	Digital Principles	4
ME105	CAD with SolidWorks	3
ME150	Introduction to Manufacturing	4
SS235	Financial Planning and Principles	3
	Sub Total Core Credits	44

Elective Courses (Total # courses required = 2) (Note: These courses are included in the General Education component below.)		
PH102	Physics	3
TS201	Environmental Science	3
TS310	General Chemistry	4
SS105	Twentieth Century History	3
SS109	Technology and Society	3
SS115	Introduction to Psychology	3
SS135	Introduction to Anthropology	3
SS205	Contemporary Social Issues	3
SS215	Race, Class, and Gender	3
SS233	Film and Society	3
	Sub Total Elective Credits	6-7

General Education Courses (Total # courses required = 14)	
Indicate Distribution of General Education Requirements Below Attach or Insert Link to List of General Education Offerings (Course Numbers, Titles, and Credits)	# of Gen Ed Credits

Arts and Humanities, including Literature and Foreign Languages	9
Mathematics and the Natural and Physical Sciences	9-10
Social Sciences	6
Sub Total General Education Credits	24-25
Curriculum Summary	
Total number of courses required for the degree	23
Total credit hours required for degree	68-69
Prerequisite, Concentration or Other Requirements: None.	

Undergraduate Program Curriculum Outline (Continued)

General Education Courses (Total # of courses required = 8)		
Course Number	Course Title	Credit Hours
EN130	College Composition I	3
EN140	College Composition II	3
EN320	Technical Communications	3
SS265	Exploring Ethical Issues	3
SSXXX	Elective	3
MA120	College Algebra and Trigonometry	3
MA 270	Statistics	3
TSXXX	Science Elective	3-4
	Sub Total General Education Credits	24-25

**Undergraduate Program Curriculum Outline
AS in Health Information Technology**

Required (Core) Courses in the Major (Total # courses required = 19)		
Course Number	Course Title	Credit Hours
CT/EE/MD xxx	Technical Elective	4
CT/EE/MD xxx	Technical Elective	3
EE 101	Intro to Electromechanical Systems	3
CT 134	Introduction to Operating systems	3
CT 143	Introduction to Programming Logic and C++	4
CT 218	Database Management Systems	3
CT 261	Data communication and Networking	4
CT 263	Applied Networking	4
EN 130	College Composition I	3
EN 140	College Composition II	3
HI 110	Introduction to healthcare Systems	3
HI 120	Medical terminology	3
HI 130	Introduction to Health Information Technology	4
HI 210	Electronic Health Records	4
HI 230	Information Security in Health IT	4
MA 120	College Algebra and Trigonometry	3
MA 130	Pre-calculus	3
TS 240	Human Anatomy and Physiology	3
TS 242	Pathophysiology and Pharmacology	3
	Sub Total Required Credits	64
Elective Courses (Total # courses required = 1) (attach list of choices if needed)		
SS 304	Society in Comics, Manga and Graphics Novels	3
	Sub Total Elective Credits	3
General Education Courses (Total # courses required = 5)		
	Sub Total General Education Credits	21
Curriculum Summary		
Total number of courses required for the degree		20
Total credit hours required for degree		67
Prerequisite, Concentration or Other Requirements:		

ATTACHMENT B: BUDGET PROJECTION

**NEW ACADEMIC PROGRAM BUDGET
AS Construction Management**

One Time/ Start Up Costs	Cost Categories	Annual Expenses			
		Year 1	Year 2	Year 3	Year 4
	Full Time Faculty ¹ (Salary & Fringe)	\$0	\$0	\$84,365	\$87,739
	Part Time/Adjunct Faculty ¹ (Salary & Fringe)	\$19,592	\$28,213	\$9,780	\$10,172
	Staff	\$27,885	\$28,443	\$29,012	\$29,592
\$3,000	General Administrative Costs ²	\$37,070	\$76,365	\$104,875	\$135,026
	Instructional Materials, Library Acquisitions	\$1,000	\$1,000	\$1,000	\$1,000
	Facilities/Space/Equipment ²	\$5,080	\$10,465	\$14,372	\$18,504
	Field & Clinical Resources ²	\$4,800	\$5,200	\$5,360	\$5,600
	Marketing	\$6,000	\$6,000	\$6,000	\$6,000
	Other ² (campus operations)	\$22,925	\$45,074	\$56,892	\$58,599
	TOTALS	\$124,353	\$200,759	\$311,655	\$352,231

One Time/Start- Up Support	Revenue Sources	Annual Income			
		Year 1	Year 2	Year 3	Year 4
	Grants				
	Tuition ³	\$170,856	\$341,712	\$469,284	\$604,204
	Fees				
	Departmental				
	Reallocated Funds				
	Other (specify)				
	TOTALS	\$170,856	\$341,712	\$469,284	\$604,204

- 1 In years one and two, the program will use existing full-time faculty from BDT (cost covered by that program) and adjuncts. An additional full-time faculty member will be hired for year three and beyond.
- 2 These values are based on inflation adjusted per student costs times estimated program enrollments.
- 3 Tuition revenue includes a 16 percent discount rate.

**NEW ACADEMIC PROGRAM BUDGET -
AS Technology Business and Management**

One Time/ Start Up Costs		Annual Expenses			
		Year 1	Year 2	Year 3	Year 4
	Cost Categories				
	Full Time Faculty ¹ (Salary & Fringe)	\$32,500	\$33,150	\$67,626	\$68,979
	Part Time/Adjunct Faculty ¹ (Salary & Fringe)	\$25,200	\$25,704	\$13,109	\$13,371
	Staff	\$27,885	\$28,443	\$29,012	\$29,592
	General Administrative Costs ²	\$40,160	\$95,456	\$124,539	\$128,275
	Instructional Materials, Library Acquisitions	\$8,500	\$5,000	\$4,000	\$3,000
	Facilities/Space/Equipment ²	\$5,503	\$13,081	\$17,066	\$17,578
	Field & Clinical Resources	\$4,800	\$5,200	\$5,360	\$5,600
	Marketing ²	\$10,000	\$5,000	\$2,500	\$2,500
	Other (campus operations) ²	\$24,835	\$56,342	\$67,559	\$69,586
	TOTALS	\$179,383	\$267,376	\$330,771	\$338,480

One Time/Start- Up Support		Annual Income			
		Year 1	Year 2	Year 3	Year 4
	Revenue Sources				
	Grants				
	Tuition ³	\$185,094	\$427,140	\$557,275	\$573,994
	Fees				
	Departmental				
	Reallocated Funds				
	Other (specify)				
	TOTALS	\$185,094	\$427,140	\$557,275	\$573,994

- 1 In years one and two, a portion of the cost of the full time faculty member will be covered by the Electronics Engineering Technology program. Full cost of the full time position will revert to this program in years three and beyond.
- 2 These values are based on inflation adjusted per student costs times estimated program enrollments.
- 3 Tuition revenue includes a 16 percent discount rate.

**NEW ACADEMIC PROGRAM BUDGET -
AS Health Information Technology**

One Time/ Start Up Costs¹		Annual Expenses			
		Year 1	Year 2	Year 3	Year 4
	Cost Categories				
	Full Time Faculty (Salary & Fringe) ¹	\$26,000	\$27,040	\$28,100	\$29,200
	Part Time/Adjunct Faculty (Salary & Fringe) ¹	\$1,130	\$4,610	\$10,800	\$11,150
	Staff ²	\$6,654	\$18,990	\$24,386	\$26,382
\$600	General Administrative Costs ²	\$17,937	\$51,192	\$65,738	\$71,120
	Instructional Materials, Library Acquisitions ¹	\$2,000	\$1,500	\$500	\$500
\$5,000	Facilities/Space/Equipment ¹	\$2,850	\$3,850	\$3,000	\$3,000
	Field & Clinical Resources ²	\$0	\$0	\$0	\$0
\$2,500	Marketing ¹	\$1,250	\$1,250	\$1,250	\$1,250
	Other (campus operations) ²	\$11,093	\$31,658	\$40,654	\$43,981
	TOTALS	\$68,914	\$140,090	\$174,428	\$186,583

Values in this category represent estimated share attributed to the AS for incremental cost of HIT programs.

² Values in this category represent an estimate of the college's cost per student times the estimated enrollment in the program.

One Time/Start- Up Support		Annual Income			
		Year 1	Year 2	Year 3	Year 4
	Revenue Sources				
	Grants				
	Tuition	\$ 85,428	\$249,165	\$351,963	\$415,390
	Fees				
	Departmental				
	Reallocated Funds				
	Other (specify)				
	TOTALS	\$ 85,428	\$249,165	\$351,963	\$415,390

Faculty Form
Associate of Science in Construction Management

Summary of Faculty Who Will Teach in Proposed Program

Name of faculty member (Name, Degree and Field, Title)	Check if Tenured	Courses Taught Put (C) to indicate core course. Put (OL) next to any course currently taught online.	Number of sections	Division of College of Employment	Full- or Part- time in Program	Full- or part-time in other department or program (Please specify)	Sites where individual will teach program courses
Cornog, Jackie, MA in English Department Chair of Humanities	<input type="checkbox"/>	<ul style="list-style-type: none"> • EN130 Composition I • EN140 Composition II 	1 1	Humanities	Part-time	Yes Full-time in Humanities/ Social Science	• Main Campus
Griegelovich, Michael, MA in English, Instructor of Humanities	<input type="checkbox"/>	<ul style="list-style-type: none"> • SSXXX Social Science Elective 	2	Humanities	Part-time	Yes Full-time in Humanities/ Social Science	• Main Campus
Johanson, James, MA in Mathematics, Assistant Professor of Mathematics	<input type="checkbox"/>	<ul style="list-style-type: none"> • MA105 Technical Math I • MA120 College Algebra & Trigonometry 	1	Mathematics and Physics	Part-time	Yes Full-time in Mathematics and Physics	• Main Campus
Lariviere, Todd BS Architecture, Adjunct Professor	<input type="checkbox"/>	<ul style="list-style-type: none"> • BT110 Intro to CAD (C) 	1	Building Technology	Part-Time	Yes Building Technology and Design	• Main Campus
Larsen, Eric, BArch, Licensed Architect Department Chair & Assistant Professor Building Technology,	<input type="checkbox"/>	<ul style="list-style-type: none"> • BT220 Sustainable Building Technologies (C) • BT250 Environmental Systems (C) • BT280 Statics & Strength of Materials (C) • CM101 Construction 	1 1 1 1	Building Technology	Full-Time	Yes Building Technology and Design	• Main Campus

		Management I (C)					
Lupia, Teresa, MS in Mathematics, Instructor of Mathematics	<input type="checkbox"/>	<ul style="list-style-type: none"> • MA115 Plane & Solid Geometry 	1	Mathematics and Physics	Part-time	Yes Full-time in Mathematics and Physics	• Main Campus
Mount, Catherine, MS in Physics, Instructor of Mathematics and Physics	<input type="checkbox"/>	<ul style="list-style-type: none"> • PH212/215 Physics I and Lab 	1	Mathematics and Physics	Part-time	Yes Full-time in Mathematics and Physics	• Main Campus
Rocino, Michael, BArch, Assistant Professor	<input type="checkbox"/>	<ul style="list-style-type: none"> • BT100 Construction Graphics (C) • BT160 Building Construction & Materials (C) 	1 1	Building Technology	Full-Time	Yes Building Technology and Design	• Main Campus
[New Hire(s)] Master's Construction Management, Adjunct	<input type="checkbox"/>	<ul style="list-style-type: none"> • BT262 Project Scheduling (C) • CM130 Construction Estimating (C) • CM145 Heavy Construction (C) • CM201 Construction Management II (C) • CM250 Construction Surveying (C) 	1 1 1 1 1	Building Technology	Part-Time	No	• Main Campus

Faculty Form
Associate of Science in Technology Business and Management
Summary of Faculty Who Will Teach in Proposed Program

Please list full-time faculty first, alphabetically by last name. Add additional rows as necessary.

Name of faculty member (Name, Degree and Field, Title)	Check if Tenured	Courses Taught Put (C) to indicate core course. Put (OL) next to any course currently taught online.	Number of sections	Division of College of Employment	Full- or Part-time in Program	Full- or part-time in other department or program (Please specify)	Sites where individual will teach program courses
Azzi, Rich, MA in Mathematics Associate Professor of Computer Technology	<input type="checkbox"/>	<ul style="list-style-type: none"> • CT134 Intro to Operating Systems (C) • CT145 Survey of Programming Languages (C) 	1	Computer Technology	Part-time	Yes Full-time in Computer Technologies	• Main Campus
Cornog, Jackie, MA in English Department Chair of Humanities	<input type="checkbox"/>	<ul style="list-style-type: none"> • EN130 College Composition I • EN140 College Composition II 	1 1	Humanities	Part-time	Yes Full-time in Humanities/ Social Science	• Main Campus
Danner, Alexander MFA in Writing, Literature and Publishing, Adjunct Instructor of Humanities	<input type="checkbox"/>	<ul style="list-style-type: none"> • EN 320 Technical Communications 	1	Humanities	Part-time	Part-time in Humanities department	• Main Campus
Dropkin, Keith; MBA; Adjunct Instructor		<ul style="list-style-type: none"> • BS101 Accounting (C) 	1	Business	Part-time	Yes, Finance Office	• Main Campus
Duggan, Ellen; MBA, EdD Educational Leadership Adjunct Instructor	<input type="checkbox"/>	<ul style="list-style-type: none"> • BS108 Personnel Management (C) • BS120 Intro to Marketing (C) 	1	Business	Part-time	No	• Main Campus
Garber, Roy, B. S. Electrical Engineering, Instructor of Mechanical Engineering Technology	<input type="checkbox"/>	<ul style="list-style-type: none"> • ME 150 Intro to Manufacturing (C) 	1	Mechanical Engineering Technology	Full-time	Full-time in Mechanical Engineering Technology	• Main Campus

Greco, Brittanie, MA in English, Associate Professor of Humanities & Social Science		• SS265 Exploring Ethical Issues	1	Humanities	Part-time	Yes Full-time in Humanities/ Social Science	• Main Campus
Grigelovich, Michael, MA in English, Instructor of Humanities	<input type="checkbox"/>	• SSXXX Social Science Elective	2	Humanities	Part-time	Yes Full-time in Humanities/ Social Science	• Main Campus
Hosseinpour, Mozghan, Professor of Electronic Engineering Technology	<input type="checkbox"/>	• EE101 Electromechanical Systems	1	Electronic Engineering Technology	Part-time	Yes Full-time in EET	• Main Campus
Johanson, James, MA in Mathematics, Assistant Professor of Mathematics	<input type="checkbox"/>	• MA120 College Algebra & Trigonometry	1	Mathematics and Physics	Part-time	Yes Full-time in Mathematics and Physics	• Main Campus
Lovelace, Jeffrey A.; MBA, Certified Six-sigma Black Belt Adjunct Instructor	<input type="checkbox"/>	• BS220 Intro to Quality Systems (C)	1	Business	Part-time	No	• Main Campus
Lupia, Teresa, MS in Mathematics, Instructor of Mathematics	<input type="checkbox"/>	• MA270 Statistics (C)	1	Mathematics and Physics	Part-time	Yes Full-time in Mathematics and Physics	• Main Campus
Palomera-Arias, Eva, Adjunct Professor of Mechanical Engineering Technology	<input type="checkbox"/>	• ME105 CAD with Solidworks (C)	1	Mechanical Engineering Technology	Part-time	Part-time in Mechanical Engineering Technology	• Main Campus
VerNooy, Russ, MBA, Assistant Professor	<input type="checkbox"/>	• BS110 Intro to Business (C) • EE131 Digital Principles (C)	1	Business	Full-time	Part-time in Electronic Engineering Technology	• Main Campus
Waters, Rhonda; MBA, PhD Organizational Development; Adjunct Instructor	<input type="checkbox"/>	• SS235 Financial Planning & Principles (C)	1	Business	Part-time	No	• Main Campus
Wong, Andrew MBA, JD Adjunct Instructor	<input type="checkbox"/>	• BS250 Summer Seminar (C) • BS285	1	Business	Part-time	No, but has taught business courses for the	• Main Campus

		Technology Business Capstone (C)				Automotive Management program for several years.	
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Faculty Form
Associate of Science in Health Information Technology

Summary of Faculty Who Will Teach in Proposed Program

Please list full-time faculty first. Note: Faculty are shared between the AS and BS programs

Name of faculty member (Name, Degree and Field, Title)	Name of faculty member (Name, Degree and Field, Title)	Name of faculty member (Name, Degree and Field, Title)	Name of faculty member (Name, Degree and Field, Title)	Name of faculty member (Name, Degree and Field, Title)	Name of faculty member (Name, Degree and Field, Title)	Name of faculty member (Name, Degree and Field, Title)	Name of faculty member (Name, Degree and Field, Title)
Azzi, Richard, M.A. in Mathematics, Associate Professor of Computer Technologies	Azzi, Richard, M.A. in Mathematics, Associate Professor of Computer Technologies	Azzi, Richard, M.A. in Mathematics, Associate Professor of Computer Technologies	Azzi, Richard, M.A. in Mathematics, Associate Professor of Computer Technologies	Azzi, Richard, M.A. in Mathematics, Associate Professor of Computer Technologies	Azzi, Richard, M.A. in Mathematics, Associate Professor of Computer Technologies	Azzi, Richard, M.A. in Mathematics, Associate Professor of Computer Technologies	Azzi, Richard, M.A. in Mathematics, Associate Professor of Computer Technologies
Rogers, Larson, Ph.D. in Science Education, Department Chair of Computer Technologies	Rogers, Larson, Ph.D. in Science Education, Department Chair of Computer Technologies	Rogers, Larson, Ph.D. in Science Education, Department Chair of Computer Technologies	Rogers, Larson, Ph.D. in Science Education, Department Chair of Computer Technologies	Rogers, Larson, Ph.D. in Science Education, Department Chair of Computer Technologies	Rogers, Larson, Ph.D. in Science Education, Department Chair of Computer Technologies	Rogers, Larson, Ph.D. in Science Education, Department Chair of Computer Technologies	Rogers, Larson, Ph.D. in Science Education, Department Chair of Computer Technologies

	r Technologies		r Technologies				
Elysee, Gerald, Ph.D. in IT Management, Assistant Professor and Coordinator of HIT	Elysee, Gerald, Ph.D. in IT Management, Assistant Professor and Coordinator of HIT	Elysee, Gerald, Ph.D. in IT Management, Assistant Professor and Coordinator of HIT	Elysee, Gerald, Ph.D. in IT Management, Assistant Professor and Coordinator of HIT	Elysee, Gerald, Ph.D. in IT Management, Assistant Professor and Coordinator of HIT	Elysee, Gerald, Ph.D. in IT Management, Assistant Professor and Coordinator of HIT	Elysee, Gerald, Ph.D. in IT Management, Assistant Professor and Coordinator of HIT	Elysee, Gerald, Ph.D. in IT Management, Assistant Professor and Coordinator of HIT
Danner, Alexander M.F.A. in Writing, Literature and Publishing, Adjunct Instructor of Humanities	Danner, Alexander M.F.A. in Writing, Literature and Publishing, Adjunct Instructor of Humanities	Danner, Alexander M.F.A. in Writing, Literature and Publishing, Adjunct Instructor of Humanities	Danner, Alexander M.F.A. in Writing, Literature and Publishing, Adjunct Instructor of Humanities	Danner, Alexander M.F.A. in Writing, Literature and Publishing, Adjunct Instructor of Humanities	Danner, Alexander M.F.A. in Writing, Literature and Publishing, Adjunct Instructor of Humanities	Danner, Alexander M.F.A. in Writing, Literature and Publishing, Adjunct Instructor of Humanities	Danner, Alexander M.F.A. in Writing, Literature and Publishing, Adjunct Instructor of Humanities
Bonk, Sharon, M.L.S, Professor, Director of Library Services	Bonk, Sharon, M.L.S, Professor, Director of Library Services	Bonk, Sharon, M.L.S, Professor, Director of Library Services	Bonk, Sharon, M.L.S, Professor, Director of Library Services	Bonk, Sharon, M.L.S, Professor, Director of Library Services	Bonk, Sharon, M.L.S, Professor, Director of Library Services	Bonk, Sharon, M.L.S, Professor, Director of Library Services	Bonk, Sharon, M.L.S, Professor, Director of Library Services
Connolly, Megan, BS, CPhT, Adjunct Instructor	Connolly, Megan, BS, CPhT,	Connolly, Megan, BS, CPhT, Adjunct Instructor	Connolly, Megan, BS, CPhT,	Connolly, Megan, BS, CPhT, Adjunct	Connolly, Megan, BS, CPhT, Adjunct	Connolly, Megan, BS, CPhT, Adjunct Instructor	Connolly, Megan, BS, CPhT, Adjunct Instructor

	Adjunct Instructor		Adjunct Instructor	Instructor	Instructor		
Cornog, Jackie, M.A. in English Department Chair of Humanities	Cornog, Jackie, M.A. in English Department Chair of Humanities	Cornog, Jackie, M.A. in English Department Chair of Humanities	Cornog, Jackie, M.A. in English Department Chair of Humanities	Cornog, Jackie, M.A. in English Department Chair of Humanities	Cornog, Jackie, M.A. in English Department Chair of Humanities	Cornog, Jackie, M.A. in English Department Chair of Humanities	Cornog, Jackie, M.A. in English Department Chair of Humanities
Griegelovich, Michael, M.A. in English, Instructor of Humanities	Griegelovich, Michael, M.A. in English, Instructor of Humanities	Griegelovich, Michael, M.A. in English, Instructor of Humanities	Griegelovich, Michael, M.A. in English, Instructor of Humanities	Griegelovich, Michael, M.A. in English, Instructor of Humanities	Griegelovich, Michael, M.A. in English, Instructor of Humanities	Griegelovich, Michael, M.A. in English, Instructor of Humanities	Griegelovich, Michael, M.A. in English, Instructor of Humanities
Lepp, Marianne, Ph.D. in Mathematics, Associate Professor of Computer Technologies	Lepp, Marianne, Ph.D. in Mathematics, Associate Professor of Computer Technologies	Lepp, Marianne, Ph.D. in Mathematics, Associate Professor of Computer Technologies	Lepp, Marianne, Ph.D. in Mathematics, Associate Professor of Computer Technologies	Lepp, Marianne, Ph.D. in Mathematics, Associate Professor of Computer Technologies	Lepp, Marianne, Ph.D. in Mathematics, Associate Professor of Computer Technologies	Lepp, Marianne, Ph.D. in Mathematics, Associate Professor of Computer Technologies	Lepp, Marianne, Ph.D. in Mathematics, Associate Professor of Computer Technologies
Indelicato, Joyce MS, Clinical Exercise Physiology. Adjunct Instructor of Physiology	Indelicato, Joyce MS, Clinical Exercise Physiology. Adjunct Instructor of Physiology	Indelicato, Joyce MS, Clinical Exercise Physiology. Adjunct Instructor of Physiology	Indelicato, Joyce MS, Clinical Exercise Physiology. Adjunct Instructor of Physiology	Indelicato, Joyce MS, Clinical Exercise Physiology. Adjunct Instructor of Physiology	Indelicato, Joyce MS, Clinical Exercise Physiology. Adjunct Instructor of Physiology	Indelicato, Joyce MS, Clinical Exercise Physiology. Adjunct Instructor of Physiology	Indelicato, Joyce MS, Clinical Exercise Physiology. Adjunct Instructor of Physiology

	Physiology. Adjunct Instructor of Physiology	Physiology	Physiology. Adjunct Instructor of Physiology	Adjunct Instructor of Physiology	Adjunct Instructor of Physiology	Adjunct Instructor of Physiology	
Johanson, James, M.A. in Mathematics, Assistant Professor of Mathematics	Johanson, James, M.A. in Mathematics, Assistant Professor of Mathematics	Johanson, James, M.A. in Mathematics, Assistant Professor of Mathematics	Johanson, James, M.A. in Mathematics, Assistant Professor of Mathematics	Johanson, James, M.A. in Mathematics, Assistant Professor of Mathematics	Johanson, James, M.A. in Mathematics, Assistant Professor of Mathematics	Johanson, James, M.A. in Mathematics, Assistant Professor of Mathematics	Johanson, James, M.A. in Mathematics, Assistant Professor of Mathematics
Luarasi, Tamara, Ph.D., Applied Mathematics and Information Systems, Adjunct Instructor of Computer Technologies	<input type="checkbox"/>	• HI130(C)	1	Computer Technologies	Part-time	No	• Main Campus
Thrope, David, M.B.A., Marketing/Finance, Adjunct Instructor of Computer Technologies	<input type="checkbox"/>	• CT212	1	Computer Technologies	Part-time	Yes Part-time in Computer Technologies	• Main Campus