

BOARD OF HIGHER EDUCATION

REQUEST FOR COMMITTEE AND BOARD ACTION

COMMITTEE: Academic Affairs

NO.: AAC 14-24

COMMITTEE DATE: January 21, 2014

BOARD DATE: January 28, 2014

APPLICATION OF UNION INSTITUTE & UNIVERSITY TO AWARD THE BACHELOR OF ARTS IN LIBERAL STUDIES, MASTER OF ARTS IN COUNSELING PSYCHOLOGY AND THE DOCTOR OF PSYCHOLOGY

MOVED: The Board hereby approves the Articles of Amendment of **Union Institute & University** to offer the **Bachelor of Arts in Liberal Studies, Master of Arts in Counseling Psychology, and the Doctor of Psychology.**

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

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

BOARD OF HIGHER EDUCATION

January 2014

Union Institute & University Bachelor of Arts in Liberal Studies, Master of Arts in Counseling Psychology, and the Doctor of Psychology

INTENT

Union Institute & University (UI&U), a non-profit institution, has filed a Foreign Corporation certificate seeking authority to offer an online Bachelor of Arts in Liberal Studies, Master of Arts in Counseling Psychology, and the Doctor of Psychology. The institution is regionally accredited by The Higher Learning Commission (HLC) an independent corporation and one of two commission members of the North Central Association of Colleges and Schools (NCA). All programs are designed to serve adult students.

The proposed programs are delivered through a hybrid delivery model: online course, traditional face-to-face course offered at the institution's New England campus in Brattleboro, Vermont and practicum, which may take place in Massachusetts. The institution has requisite degree granting authority for all three proposed programs in both Ohio and Vermont. The intent of each degree is discussed in full in the curriculum section of this report.

The institution's Board of Trustees approved the BA in Liberal Arts and MA in Counseling Psychology in 2001 and the Doctor of Psychology in 2006.

INSTITUTIONAL OVERVIEW

Established in 1964, the main campus of UI&U is located in Cincinnati, Ohio. Union Institute & University was founded in 1964, an outgrowth of a consortium of liberal arts colleges, then known as The Union for Experimenting Colleges and Universities, or UECU. The consortium began to function as a college in 1969. In 2001, the university purchased Vermont College, with campuses in Brattleboro and Montpelier, Vermont, from Norwich University. The proposed programs are housed from the main campus in Cincinnati, Ohio, also utilizing the New England campus in Brattleboro, Vermont.

UI&U is seeking authority to grant the degrees Bachelor of Arts in Liberal Studies, Master of Arts in Counseling Psychology and Doctor of Psychology in the Commonwealth of Massachusetts. The BA program, for some students, has a student teaching option, while both the MA and PsyD programs require a practicum or clinical experience which is defined as "physical presence" in Massachusetts and thus the institution falls under the purview of the Board of Higher Education. Programs and courses offered by out-of-state institutions that require the following activities, conducted within Massachusetts, as part of the curriculum: internships, externships, clinicals, mentorships, shadowing experience, student teaching experiences, etc. are subject to Massachusetts Board of Higher Education approval.

These programs may also require Massachusetts students to take face-to-face courses; however, these courses will not take place in Massachusetts, but will occur at the institution's New England Center in Vermont.

ACADEMIC AND RELATED MATTERS

Curriculum (Attachment A)

PROGRAM ENROLLMENT PROJECTION

**Massachusetts Residents
Bachelor of Arts in Liberal Studies**

	# of Students Year 1 (Current Enrollments)	# of Students Year 2	# of Students Year 3	# of Students Year 4*
New Full Time	NA	5	7	7
Continuing Full Time	6	4	5	9
New Part Time	See note			
Continuing Part Time	See note			
Totals	6	9	12	16

Notes:

B.A. Students may enroll full or part time, and may vary from term to term—that is, they may enroll full-time in one term, part-time the next, and then back to full-time. Hence, all enrollment projections are as full-time students

PROGRAM ENROLLMENT PROJECTION

**Massachusetts Residents
Master of Arts in Counseling Psychology**

	# of Students Year 1 (Current Enrollments)	# of Students Year 2	# of Students Year 3	# of Students Year 4
New Full Time	NA	2	2	2
Continuing Full Time	1	1	2	3
New Part Time	NA			
Continuing Part Time	NA			
Totals	1	3	4	5

While the M.A. program does not encourage it, students are permitted to enroll part-time basis (taking 6 credits per term rather than the full-time 9 credits)

PROGRAM ENROLLMENT PROJECTION
Massachusetts Residents
Doctor of Psychology

	# of Students Year 1 (Current Enrollments)	# of Students Year 2	# of Students Year 3	# of Students Year 4*
New Full Time	NA	2	2	2
Continuing Full Time	4	2	3	4
New Part Time	NA	/	/	/
Continuing Part Time	NA	/	/	/
Totals	4	4	5	6

*The Psy.D. program does not offer a part-time enrollment option.

Tuition and Fees

Bachelor of Arts in Liberal Studies

Tuition	\$481 per credit hour
Fees:	
Application fee	None
Technology fee	\$60.00/term (full-time students); \$30.00/term (part-time students)
Prior learning assessment (EXCEL)	\$1,295.00
Term extension	\$1,295.00
Certified learning Board (Brattleboro)	\$53.00 per credit earned/transcripted \$270.00 (5 weekends per term)

Master of Arts in Counseling Psychology

Tuition	\$778 per credit hour
Fees:	
Application fee	\$50.00
Enrollment deposit	\$257.00 (nonrefundable, applies to first term tuition)
Technology fee	\$60.00/semester
Capstone course extension fee	\$100.00 per credit hour

Doctor of Psychology

Tuition	\$888.00 per credit hour
Fees:	
Application fee	\$50.00
Enrollment deposit	\$200.00 (applies to first term tuition)
Technology fee	\$60.00/semester
Course completion extension	\$865.00/semester

Clinical internship fee	\$1,320.00/semester (full time), \$660.00/semester (part time)
Course completion extension	\$880.00/semester
Dissertation proposal extension	\$880.00/semester
Dissertation extension	\$990.00/semester
Dissertation supervision	\$880.00/semester
Program completion extension	\$990.00/semester

Program Intent, Structure and Curriculum (Attachment A)

BACHELOR OF ARTS IN LIBERAL STUDIES

Union Institute & University has been serving students at a distance since its founding in 1969. The BA in Liberal Studies is an existing, established program offered by the university since 2001 and administered from the New England academic center in Brattleboro, Vermont.

The program is based on an independent study model with a total of 120 credits; including 36 credits in general education. The program contains six concentrations:

1. Art, Writing and Literature,
2. Education (nonlicensure),
3. Environmental Studies and Sustainability,
4. Global Studies, History and Culture,
5. Psychology and Human Development, and
6. Student Designed.

Massachusetts's residents may choose the fully online option, which has no on-campus requirements, or the weekend option with monthly weekend residencies at the center in Brattleboro, where there is ample classroom space as well as a computer lab.

With this program, students also have the option of completing a teacher licensure program in early childhood education, elementary education, secondary English, secondary social studies or art education. This option is designed to lead to teacher licensure in Vermont. A reciprocity agreement is in place with Massachusetts Department of Elementary and Secondary Education for teacher licensure; however, students who wish to teach in Massachusetts will need to meet additional Massachusetts requirements, such as passing the Massachusetts Test for Educator Licensure (MTEL).

Students who seek teacher licensure must complete one of the six concentrations other than Education, as candidates must complete a liberal arts concentration. Students wishing to enroll in this option must participate in five weekend residencies in Vermont per term for a total of 15 weekend residencies for a total of 132 credits (as opposed to 120 for the other BA in Liberal Arts students). Additional courses include the following: 12-credit study in Foundations of Education, 12-credit study in Curriculum & Methods, 6-credit seminar - Literacy and the Teaching of Reading and 12-credit student teaching, which may occur in Massachusetts.

The program is administered from the university's center in Brattleboro, Vermont, by a full-time dean who reports to the provost. The program features a fully online option plus a weekend option, which combines on campus learning with faculty mentored independent study at a distance. Program faculty and students live all across the U.S. and a few live outside the U.S., but the greatest concentration of students in the B.A. live in the New England region.

MASTER OF ARTS IN COUNSELING PSYCHOLOGY

The MA in Counseling Psychology is designed to educate and train students in preparation to become mental health counselors and/or qualify them for admission to a doctoral program in psychology. The curriculum of this 60 credit hour program is designed to meet the standards of the National Board of Certified Counselors (NBCC) and Council of Applied Master's Program in Psychology (CAMPP). All students complete a 600 clock hour field placement. All internships must involve formal supervision of the intern by an appropriately credentialed clinician who is licensed to practice independently in his/her state.

Administered from the university's offices in Brattleboro, Vermont, the program serves a national audience; students must be able to participate in the thrice yearly on-campus weekend residencies. In January 2013, the program began offering residencies at the Cincinnati, Ohio campus as well as at the Brattleboro center, making the program accessible to a wider group of students.

Students who complete the program will have met course work requirements for national certification as a National Certified Counselor (NCC) by the National Board for Certified Counselors (NBCC) and are eligible to sit for the national exam while in their final term. The NCC certification was launched by the NBCC in 1983 as a result of the efforts of members of the American Counseling Association (ACA). NBCC is now an independent entity, certifying more than 80,000 counselors nationwide. The NCC is accredited by the National Commission for Certifying Agencies (NCCA).

The M.A. program concentration in Counseling Psychology uses a blended or distributed learning model. The distributed learning model includes on-the-ground (face-to-face) courses, online courses, and an integration of the two. Each year, students attend three weekend residencies (February, June, and September) at the university's center in Brattleboro, Vermont or at the Cincinnati, Ohio campus. The program presents courses in an organized, sequential manner, with each semester and year building upon prior learning experiences. In addition to courses, students engage in supervised clinical training experiences (internship) as well as completing a capstone project: a scholarly paper and a presentation of the research in the final residency of the student's enrollment.

The M.A. program is administered by a full-time associate dean, reporting to the Dean of Graduate Programs in Psychology. Student internships are overseen by a full-time staff member, the program's assistant director.

DOCTOR OF PSYCHOLOGY (PSYD)

The PsyD program offers a doctoral degree with a concentration in clinical psychology designed to educate and train students in preparation to become professional psychologists, functioning as independent practitioners and educators who are informed consumers of research. The curriculum of the 120 credit hour program is based on criteria specified by the American Psychological Association's Commission on Accreditation (APA), the National Register of Health Service Psychologists (NR) and the National Council of Schools and Programs of Professional Psychology (NCSPP holds). The program is an ASPPB/National Register designated doctoral program. Therefore, a graduate of the program who decides to apply for

licensure as a psychologist will meet the jurisdictional educational requirements for licensing, including Massachusetts.

The PsyD program uses a blended or distributed learning model, including face-to-face courses, online courses, and an integration of the two. In the first year of the program, students attend courses every other weekend of the term. First year students have all courses, except one, delivered in face-to-face, classroom format. The PsyD program requires two practicum courses, with a minimum of 600 hours each.

The program serves two general regions: one centered in Brattleboro, Vermont and the other centered in Cincinnati, Ohio. The dean and director of clinical training are based at the Brattleboro center; an assistant director of clinical training has an office at the Cincinnati location. There are full time faculty at both locations— students have access to all program faculty, regardless of location.

The dean and director of clinical training are the primary administrators. The dean reports to the vice president for academic affairs; the director of clinical training reports to the dean. Together, they hold primary responsibility for the program's curriculum. The dean has delegated to two faculty members responsibility for two key curricular areas: the research sequence and the assessment sequence.

RESOURCES

Library

The university's fully online library provides a range of services to members of the UI&U community including online e-print materials (books, journal articles, databases, and reference materials), information literacy training, and interlibrary loan. The library staff has three full-time M.L.S. degreed librarians who service all campuses. With more than 200,000 e-books and several thousand reference volumes and a wide range of licensed research databases the library supports the learning needs of the entire range of the community – whether B.A./B.S. level, graduate programming or faculty scholarship.

The library provides orientation to all community members through group and individual sessions five days a week. Library hours are expanded when academic residencies and meetings take place on the week-ends at the Vermont and Ohio Centers. All students and faculty can access the library remotely. If inter-library loan is used, print materials can be sent to student homes. Staff can be accessed via phone, email, online or in person.

Faculty

Students who enroll in these programs will be served by program staff at the Brattleboro center and by student services units at the university's main campus in Cincinnati, Ohio. Brattleboro center staff include the program director and student services coordinators who assist students with administrative issues, and may also act as liaisons with staff at student service units in Cincinnati, such as the Financial Aid Office, the Registrar's Office, etc. The administrative structure of each program is discussed above.

UI&U employs 32 full-time faculty and 343 half-time faculty. Half-time faculty are frequently practitioners in their field, which fits the practitioner model training of the institution's programs. Faculty are generally hired on one or two-year contracts. Both full and half-time faculty

members have voting rights. Additionally, affiliated faculty are hired on a course by course basis to meet the needs of the programs.

BA in Liberal Studies: The BA in Liberal Studies currently has six “core” faculty, four of whom are full time faculty, two are half time. Each has either a PhD (N=4) or a terminal degree (N=2, MFAs). Additionally, there are 17 affiliated faculty all of whom have doctoral degrees or MFAs. The Teacher Education program within the B.A. in Liberal Studies includes a full time and a half time faculty member, both of whom hold doctoral degrees. Numerous affiliated faculty members also teach education courses.

MA in Counseling Psychology: Faculty for the MA program included 5 full-time faculty, 4 half-time faculty, 1 affiliated faculty member all of whom are based at the New England Center in Vermont. Two of the full-time faculty members have administration responsibilities (program director and internship director). The other three full-time faculty also teach in the PsyD program. All full-time and half-time faculty hold earned doctorates.

PsyD: The PsyD program has 7 full-time faculty, 2 half-time faculty, and 14 affiliated faculty. One of the full-time faculty members serves as the Dean of the program. Faculty members are based either at the Cincinnati campus or the New England Center in Vermont but teach students at both locations. All full time, half-time, and affiliated faculty members teaching in the PsyD program hold earned doctorates.

Technology

The UI&U programs’ online nature lessens the focus on “bricks and mortar” needs; however, there is classroom space for hybrid courses at the New England Center in Vermont. All programs at UI&U utilize the services of CampusWeb, Adobe Connect and Jenzibar. These services include infrastructure (e.g., the core Learning Management System), instructional design tools and assistance, training, and direct technological help for students and faculty. These services support both synchronous (live) and asynchronous (self-paced) online learning experiences.

The Information Technology office at UI&U services students, faculty and staff across the university. This unit services the Learning Management system, as well as email, telephone, and teleconferencing systems. With a full time staff of ten, the IT office serves students, faculty and staff well. The Help Desk and IT staff offer assistance during extended business hours (8:00 am to 6:00 pm EST), as well as help desk online support after hours by phone.

Fiscal (Attachment B)

The institution submitted a multi-year budget.

EXTERNAL REVIEW

The proposed program was reviewed by visiting committee members Joan Leslie Biever, Ph.D., Our Lady of the Lake University; Nancy Budwig, Ph.D., Clark University; Amy Smith, DNP, Boston College; Katherine A. Green, MS, C.N.M, University of Massachusetts Amherst, Kimberly DaCosta, Ph.D, New York University, Gallatin School of Individualized Study; Linda Roney, M.Ed., University of Massachusetts Amherst, and Michelle Pierce, Ed.D., Salem State University.

The evaluation included the team's review of the written proposal submitted to the Massachusetts Department of Higher Education by the institution offer the proposed degrees, and a site visit was conducted from September 22-24, 2013 in Vermont. During the site visit additional documents were provided by the college, and information was also obtained from direct communications with the institution's administration, staff and faculty. The committee toured the institution's Brattleboro, Vermont campus.

The Visiting Committee believes that UI&U has developed a firm foundation for their request to offer the degrees Bachelor of Arts in Liberal Studies, Master of Arts in Counseling Psychology and Doctor of Psychology in the Commonwealth of Massachusetts. The Visiting Committee made only one recommendation for the three proposed programs; the institution should identify at least three potential practicum sites in the Commonwealth of Massachusetts for the students of each of the proposed programs. The institution responded appropriately by submitting a list of potential practicum sites in Massachusetts. The Visiting Committee was satisfied with the institution's response.

At the time of the site visit, the institution had included in its proposal an additional fourth proposed program, which has not yet demonstrated meeting minimal standards of quality consistent with the 610 CMR. The institution decided to move forward with the three proposed programs, which Department staff have determined meet or exceed minimal standards of quality, and will continue to work with Department staff regarding the fourth program.

PUBLIC HEARING

The required public hearing was held Tuesday, January 21, 2014 at the Department of Higher Education, located at One Ashburton Place in Boston, Massachusetts. No objections to the petition were presented.

STAFF ANALYSIS AND RECOMMENDATION

After a thorough evaluation of all documentation submitted, staff is satisfied that the proposal of the **Union Institute & University** to award the **Bachelor of Arts in Liberal Studies, Master of Arts in Counseling Psychology**, and the **Doctor of Psychology** meets the requirements set forth in 610 CMR 2.07 in the Degree Granting Regulations for Independent Institutions of Higher Education. This program will be delivered online with the exception of the capstones which will be conducted in Massachusetts. Recommendation is for approval.

ATTACHMENT A: CURRICULUM OUTLINES

**Bachelor of Arts in Liberal Studies
Curriculum Outline**

See Attachment for LSTU301 course syllabus and sample individualized study plans

Required (Core) Courses in the Major (Total # courses required = 9)		
Courses marked with an asterisk (*) are those provided by the Center for Breastfeeding		
Course Number	Course Title	Credit Hours
LSTU301	Introduction to Liberal Studies	12
	Sub Total Required Courses	12
Elective Courses in the Major		
Students in the B.A. in Liberal Studies complete individually designed curricula within their chosen area of concentration. Students meet program criteria by completing a series of individually designed 9 to 12 credit integrated semester studies and/or 6-credit seminars, or any combination of the two.		
Curriculum Summary		
Total number of courses required for the degree		Not applicable
Total credit hours required for degree		120
Prerequisite, Concentration or Other Requirements: Not applicable		

**Master of Arts in Counseling Psychology
CURRICULUM OUTLINE**

Course Descriptions and Syllabi are attached

Required Courses = 16 courses (48 credit hours)		
Course Number	Course Title	Credit Hours
CPM501	Counseling theory and practice	3
CPM502	Psychopathology: diagnosis, assessment, and treatment	3
CPM504	Helping relationships/counseling skills	3
CPM505	Professional orientation and ethics	3
CPM506	Psychology of human growth and development	3
CPM507	Group work and therapy	3
CPM508	Appraisal and diagnostic techniques	3
CPM509	Treatment modalities	3
CPM510	Social bases of behavior and cultural diversity	3
CPM511	Career and lifestyle development	3
CPM512	Psychopharmacology for Counselors	3
CPM513	Research methods and program evaluation	3
CPM516	Clinical consultation	3
CPM519	Tests and Measurements	3
CPM521	Capstone I	3
CPM542-543	Counseling psychology internship I & II	6 (combined)
	Subtotal # Core Credits Required	48
	<i>Elective Courses = 4 courses (12 credit hours, minimum)</i>	
CPM503	Psychology of learning	3
CPM514	Family therapy	3
CPM515	Crisis intervention	3
CPM517	Human sexuality for counselors	3
CPM518	Substance abuse and addictive disorders	3
CPM522	Capstone II	3
CPM544	Counseling psychology internship III	1-4
<i>Curriculum Summary</i>		
Total (minimum) number of courses required for the degree		20
Total credit hours required for degree		60

Required Courses = 16 courses (48 credit hours)		
Course Number	Course Title	Credit Hours
<i>Prerequisite, Concentration, Dissertation or Other Requirements:</i> Capstone Project		

**Doctor of Psychology
Curriculum Outline**

Required (Core) Courses (Total # of courses required = 39 minimum)		
Course Number	Course Title	Credit Hours
PSY700	Foundational Clinical Skills	1
PSY701	Foundations of Psychological Assessment	3
PSY702	Cognitive Assessment	4
PSY703	Cognitive Assessment Laboratory	2
PSY704	Adult Personality Assessment	2
PSY711	Individual Psychotherapy I	3
PSY712	Clinical Psychology and System Theory	2
PSY713	Group Psychotherapy	2
PSY714	Individual Psychotherapy II	2
PSY715	Developmental Psychology	3
PSY718	Cultural Influences on Self	2
PSY719	Cultural Competences in Clinical Practice	2
PSY721	Adult Psychopathology	3
PSY722	Child and Adolescent Psychology	3
PSY723	Cognitive-Affective Bases of Behavior	3
PSY724	Social Bases of Behavior	3
PSY730	Statistics	3
PSY731	Qualitative Research in Clinical Psychology	3
PSY733	Quantitative Research Methods	3
PSY725	Biological Bases of Behavior	3
PSY741	Community Psychology	3
PSY751	PDS ¹ I: Social Justice and Ethics in Clinical Psychology	2
PSY752	PDS II: Social Justice and Ethics in Clinical Psychology	2
PSY753	PDS III: Social Justice and Ethics in Clinical Psychology	2
PSY754	PDS IV: Clinical Conceptualizations	2

¹ PDS=Professional Development Seminar

Required (Core) Courses (Total # of courses required = 39 minimum)		
Course Number	Course Title	Credit Hours
PSY755	PDS V: Clinical Conceptualizations	2
PSY756	PDS VI: Clinical Conceptualizations	2
PSY757	PDS VII: Clinical Presentations	2
PSY758	PDS VIII: Management and Supervision	2
PSY759	PDS IX: Clinical Review	2
PSY764	Family Psychotherapy	3
PSY765	Family, Violence, and Trauma	3
PSY766	History and Systems of Psychology	3
PSY768	Education, Consultation, and Organizational Development	3
PSY771-772	Proposal Development I and II	5
PSY773-774	Dissertation Development I and II	5
PSY801-806	Practicum I-VI	12
PSY830-835	Clinical Internship	0
	Subtotal # Core Credits Required	110
<i>Elective Course Choices</i>		
	The following are some examples of elective courses offered since the program's inception	
PSY705	Integrative Assessment	2
PSY706	Introduction to the Rorschach	2
PSY716	Narrative Therapy	2
PSY717	Mindfulness in Clinical Practice	2
PSY720	Cognitive Behavioral Theory and Practice	2
PSY726	Clinical Psychopharmacology	2
PSY727	Sex Therapy	2
PSY728	Dialectical Behavioral Therapy	2
PSY732	Gender and Sexuality	2
PSY740	Special Topics in Clinical Psychology	2
PSY745	Career and Lifestyle Development	3
PSY761	Humanistic-Existential Psychotherapy	2
PSY762	Clinical Hypnosis	2
PSY763	Positive Psychology	2
PSY767	Child and Adolescent Psychotherapy	2
PSY769	Substance Abuse Assessment and Treatment	2

Required (Core) Courses (Total # of courses required = 39 minimum)		
Course Number	Course Title	Credit Hours
<i>Curriculum Summary</i>		
Total number of courses required for the degree		50 (minimum)*
Total credit hours required for degree		120
<i>Prerequisite, Concentration, Dissertation or Other Requirements:</i>		
Dissertation		

*Counts practicum as six courses, internship as one course.

ATTACHMENT B: BUDGET

**Bachelor of Arts in Liberal Studies
Program Budget**

Union Institute & University BA Program Budget, Fiscal Year 2012-13	Account					Amount
BA General Program						
Instructional Salaries FT	01	000	0411	5010	0000	321,806
Instructional Salaries FT	01	000	0411	5020	0000	61,425
Instructional Salaries PT	01	000	0411	5030	0000	264,175
Academic Support FT	01	000	0411	5040	0000	146,775
Affiliated Faculty	01	000	0411	5100	0000	0
Affiliated Faculty A/P	01	000	0411	5200	0000	20,000
Benefits Allocation	01	000	0411	5970	0000	177,999
Equipment Rental	01	000	0411	6100	0000	1,425
Equipment M/R	01	000	0411	6110	0000	480
Equipment Under\$1,000	01	000	0411	6125	0000	350
Postage	01	000	0411	6200	0000	1,345
Telephone	01	000	0411	6210	0000	4,621
Photocopying	01	000	0411	6250	0000	4,406
Contractual Printing	01	000	0411	6260	0000	3,560
Printing Costs	01	000	0411	6262	0000	600
Office Supplies	01	000	0411	6270	0000	1,500
Instructional Materials	01	000	0411	6280	0000	1,270
Academic Travel BA	01	000	0411	6300	0000	23,500
Administrative Travel	01	000	0411	6310	0000	4,515
Instructional Travel	01	000	0411	6320	0000	1,036
Professional Development	01	000	0411	6330	0000	9,900
Seminar Expenses	01	000	0411	6341	0000	750
Scholarships/Fellowships	01	000	0411	6420	0000	40,000
Contract Svcs	01	000	0411	6541	0000	5,627
Food Services	01	000	0411	6590	0000	500
Brattleboro Weekend Option						
Tuition Revenue	01	000	0413	4010	0000	(407,097)
Deferred Revenue	01	000	0413	4010	2404	0
Technology Fee	01	000	0413	4011	0000	(6,000)
Student Board	01	000	0413	4012	0000	(19,000)
Student Teaching Fees	01	000	0413	4015	0000	(6,000)
LearningAssessmentFees	01	000	0413	4017	0000	(1,000)
Postage	01	000	0413	6200	0000	900
Telephone	01	000	0413	6210	0000	4,390

Union Institute & University BA Program Budget, Fiscal Year 2012-13	Account					Amount
Photocopying	01	000	0413	6250	0000	1,344
Office Supplies	01	000	0413	6270	0000	650
Instructional Materials	01	000	0413	6280	0000	100
Academic Travel	01	000	0413	6300	0000	7,000
Administrative Travel	01	000	0413	6310	0000	2,365
Instructional Travel	01	000	0413	6320	0000	3,978
Seminar Expenses	01	000	0413	6341	0000	1,500
Scholarships	01	000	0413	6420	0000	45,000
Food Services	01	000	0413	6590	0000	18,500
Commencement	01	000	0413	6640	0000	2,500
Montpelier Weekend Option						
Tuition Revenue	01	000	0414	4010	0000	(252,439)
Deferred Revenue	01	000	0414	4010	2404	0
Technology Fee	01	000	0414	4011	0000	(5,000)
Room & Board	01	000	0414	4012	0000	0
Student Teaching Fees	01	000	0414	4015	0000	0
Learning Assessment Fees	01	000	0414	4017	0000	(1,000)
Affiliated Faculty A/P	01	000	0414	5200	0000	0
Postage	01	000	0414	6200	0000	600
Telephone	01	000	0414	6210	0000	2,500
Photocopying	01	000	0414	6250	0000	144
Office Supplies	01	000	0414	6270	0000	662
Instructional Materials	01	000	0414	6280	0000	121
Academic Travel	01	000	0414	6300	0000	4,000
Academic Residency	01	000	0414	6340	0000	36,500
Scholarships	01	000	0414	6420	0000	45,000
Food Services	01	000	0414	6590	0000	3,730
Commencement Exercises	01	000	0414	6640	0000	1,400
BA Online						
Tuition Revenue	01	000	0416	4010	0000	(1,470,727)
Deferred Revenue	01	000	0416	4010	2404	0
Technology Fee	01	000	0416	4011	0000	(16,000)
Extension Fees	01	000	0416	4014	0000	(4,000)
Learning Assessment Fees	01	000	0416	4017	0000	(1,000)
Postage	01	000	0416	6200	0000	1,598
Telephone	01	000	0416	6210	0000	7,500
Photocopying	01	000	0416	6250	0000	384
Office Supplies	01	000	0416	6270	0000	500
Instructional Materials	01	000	0416	6280	0000	660
Academic Travel	01	000	0416	6300	0000	0

Union Institute & University BA Program Budget, Fiscal Year 2012-13	Account					Amount
Scholarships	01	000	0416	6420	0000	50,000
Net revenue and expenses BA Program				(surplus)		(848,172)

**Master of Arts in Counseling Psychology
Program Budget**

MA Counseling/Psychology Budget Fiscal Year 2012-2013	Account					Amount
Tuition Revenue	01	000	0517	4010	0000	(1,089,472)
Deferred Revenue	01	000	0517	4010	2404	0
Tuition Revenue	01	000	0517	4010	CAGS	0
Technology Fee	01	000	0517	4011	0000	(10,000)
Extension Fees	01	000	0517	4014	0000	(8,000)
Instructional Salaries FT	01	000	0517	5010	0000	35,000
Instructional Salaries PT w benefits	01	000	0517	5020	0000	64,720
Instructional Salaries PT	01	000	0517	5030	0000	114,194
Academic Support FT	01	000	0517	5040	0000	42,300
Academic Support PT	01	000	0517	5050	0000	15,000
Taxable Fringe Benefits	01	000	0517	5940	0000	888
Benefits Allocation	01	000	0517	5970	0000	56,041
Equipment < \$1,000	01	000	0517	6125	0000	0
Postage	01	000	0517	6200	0000	1,000
Telephone	01	000	0517	6210	0000	6,088
Photocopying	01	000	0517	6250	0000	1,078
Contractual Printing	01	000	0517	6260	0000	2,500
Office Supplies	01	000	0517	6270	0000	826
Instructional Materials	01	000	0517	6280	0000	1,000
Academic Travel	01	000	0517	6300	0000	2,857
Instructional Travel	01	000	0517	6320	0000	9,973
Professional Development	01	000	0517	6330	0000	3,500
Seminar Expenses	01	000	0517	6341	0000	4,792
Scholarships	01	000	0517	6420	0000	15,000
Net (surplus) MA Counseling/Psy						(730,715)

**Doctor of Psychology
Program Budget**

Psy.D. Budget 2012-2013	Account					Amount
Tuition Revenue	01	000	0521	4010	0000	(865,964)
Deferred Revenue	01	000	0521	4010	2404	0
Technology Fee revenue	01	000	0521	4011	0000	(6,000)
Continuing Education Seminar Revenue	01	000	0521	4013	0000	0
Extension Fees	01	000	0521	4014	0000	(30,000)
Instructional Salaries FT	01	000	0521	5010	0000	532,929
Instructional Salaries PT w/benefits	01	000	0521	5020	0000	0
Instructional Salaries PT	01	000	0521	5030	0000	65,500
Academic Support FT	01	000	0521	5040	0000	99,069
Overtime	01	000	0521	5045	0000	1,000
Affiliated Faculty PR	01	000	0521	5100	0000	1,500
Affiliated Faculty A/P	01	000	0521	5200	0000	0
Temporary Wages	01	000	0521	5700	0000	0
Taxable Fringe Benefits	01	000	0521	5940	0000	840
Benefits Allocation	01	000	0521	5970	0000	187,637
Rent/Lease	01	000	0521	6020	0000	40,021
Equipment Rental/Lease	01	000	0521	6100	0000	5,753
Equipment Maintenance/Repair	01	000	0521	6110	0000	1,250
Equipment Purchases Under \$1,000	01	000	0521	6125	0000	250
Postage	01	000	0521	6200	0000	3,570
Telephone	01	000	0521	6210	0000	8,917
Memberships	01	000	0521	6240	0000	4,000
Photocopying	01	000	0521	6250	0000	1,000
Contractual Printing	01	000	0521	6260	0000	1,000
Office Supplies	01	000	0521	6270	0000	1,500
Instructional Materials	01	000	0521	6280	0000	2,000
Continuing Education Program Expenses	01	000	0521	6282	0000	2,000
Academic Travel	01	000	0521	6300	0000	9,000
Administrative Travel	01	000	0521	6310	0000	4,000
Instructional Travel	01	000	0521	6320	0000	8,500
Professional Development	01	000	0521	6330	0000	8,750
Initial Academic Residency Expenses	01	000	0521	6340	0000	7,000
Seminar Expenses	01	000	0521	6341	0000	1,250
Scholarships	01	000	0521	6420	0000	40,000
Security	01	000	0521	6550	0000	1,000
Consultants	01	000	0521	6560	0000	4,000
Net Psy.D. budget						141,272