



New Program Report

Date Submitted:

03/28/2019

Institution

Columbia College

Site Information

Implementation Date:

8/19/2019 12:00:00 AM

Added Site(s):

Selected Site(s):

Columbia College-Jefferson City, 3314 Emerald Lane, Jefferson City, MO, 65109

Columbia College-Kansas City, 4240 Blue Ridge Blvd., Ste 400, Kansas City, MO, 64133-1702

Columbia College-Lake Ozark, 900 College Blvd, Osage Beach, MO, 65065

Columbia College-Rolla, 550 Blue's Lake Parkway, Rolla, MO, 65401

Columbia College-Springfield, 3271 East Battlefield Road, Suite 250, Springfield, MO, 65804

Columbia College-St. Louis, 4411 Woodson Rd., St. Louis, MO, 63134

Columbia College, 1001 Rogers, Columbia, MO, 65216

Online , 1001 Rogers Street, Columbia, MO, 65216

CIP Information

CIP Code:

520213

CIP Description:

A program that focuses on leadership skills that can be applied to a business, government, non-profit, or educational setting. Includes instruction in organizational planning, dynamics of leadership, finance, team building, conflict resolution and mediation, communication and other management skills.

CIP Program Title:

Organizational Leadership

Institution Program Title:

Bachelor of Science in Organizational Leadership

Degree Level/Type

Degree Level:

Bachelor's Degree

Degree Type:

Bachelor of Science

Options Added:

Collaborative Program:

N

Mode of Delivery



New Program Report

Current Mode of Delivery

Classroom

Online

Student Preparation

Special Admissions Procedure or Student Qualifications required:

Admissions procedures and student qualifications do not exceed regular College standards.

Specific Population Characteristics to be served:

Columbia College serves traditional students in the Day Program and specializes in adult education and military education. Columbia College serves nearly 29,000 students each year in more than 30 locations.

Faculty Characteristics

Special Requirements for Assignment of Teaching for this Degree/Certificate:

Columbia College adheres to the credential requirements set forth by HLC for all faculty members.

Columbia College requires instructors to have at least a master's degree from a regionally accredited institution in the subject to be taught, with relevant coursework and/or professional experience directly related to the course. In exceptional circumstances, special certification or extraordinary work experience may compensate the absence of certain academic credentials.

Estimate Percentage of Credit Hours that will be assigned to full time faculty:

Full-time faculty teach 12 credit hours or less in a given session. Adjunct faculty can teach no more than 9 credit hours in a given session, and no more than 6 in-seat credit hours a session.

Expectations for professional activities, special student contact, teaching/learning innovation:

Full-time faculty members are required to have 3 hours a week of office hours designated for their students. Full-time faculty members are required to participate in professional development. Adjunct faculty members are required to provide contact information to students.

Student Enrollment Projections Year One-Five

Year 1	Full Time: 5	Part Time: 15	
Year 2	Full Time: 5	Part Time: 20	
Year 3	Full Time: 8	Part Time: 35	Number of Graduates: 0
Year 4	Full Time: 10	Part Time: 40	
Year 1	Full Time: 5	Part Time: 15	
Year 2	Full Time: 5	Part Time: 20	
Year 3	Full Time: 8	Part Time: 35	Number of Graduates: 0
Year 4	Full Time: 10	Part Time: 40	
Year 1	Full Time: 5	Part Time: 15	



New Program Report

Year 2	Full Time: 5	Part Time: 20	
Year 3	Full Time: 8	Part Time: 35	Number of Graduates: 0
Year 4	Full Time: 10	Part Time: 40	
Year 1	Full Time: 5	Part Time: 15	
Year 2	Full Time: 5	Part Time: 20	
Year 3	Full Time: 8	Part Time: 35	Number of Graduates: 0
Year 4	Full Time: 10	Part Time: 40	
Year 1	Full Time: 5	Part Time: 15	
Year 2	Full Time: 5	Part Time: 20	
Year 3	Full Time: 8	Part Time: 35	Number of Graduates: 0
Year 4	Full Time: 10	Part Time: 40	
Year 1	Full Time: 5	Part Time: 15	
Year 2	Full Time: 5	Part Time: 20	
Year 3	Full Time: 8	Part Time: 35	Number of Graduates: 0
Year 4	Full Time: 10	Part Time: 40	
Year 1	Full Time: 5	Part Time: 15	
Year 2	Full Time: 5	Part Time: 20	
Year 3	Full Time: 8	Part Time: 35	Number of Graduates: 0
Year 4	Full Time: 10	Part Time: 40	
Year 1	Full Time: 5	Part Time: 15	
Year 2	Full Time: 5	Part Time: 20	
Year 3	Full Time: 8	Part Time: 35	Number of Graduates: 0
Year 4	Full Time: 10	Part Time: 40	
Year 1	Full Time: 5	Part Time: 15	
Year 2	Full Time: 5	Part Time: 20	
Year 3	Full Time: 8	Part Time: 35	Number of Graduates: 0



New Program Report

Year 4	Full Time: 10	Part Time: 40	
Year 5	Full Time: 12	Part Time: 45	Number of Graduates: 34

Percentage Statement:

n/a

Program Accreditation

Institutional Plans for Accreditation:

The degree program being proposed has been approved by the Higher Learning Commission.

Program Structure

Total Credits:

120

Residency Requirements:

30

General Education Total Credits:

42

Major Requirements Total Credits:

42

Course(s) Added

COURSE NUMBER	CREDITS	COURSE TITLE
ORGL 330	3	Fiscal Management for Leaders
MGMT 254	3	Business Communication
ORGL 420	3	Readings in Leadership
MGMT 278	3	Introduction to Business Analytics
MGMT 362	3	Organizational Behavior
ORGL 410	3	Negotiation and Conflict
ORGL 310	3	Contemporary/Emerging Leadership Theories
ORGL 320	3	Leading Change
MGMT 265	3	Business Law
MGMT 339	3	Diversity In the Workplace
ECON 210	3	Survey of Economics
MGMT 368	3	Business Ethics
MGMT 230	3	Principles of Management
LEAD 200	3	Introduction to Leadership Concepts

Free Elective Credits:

27

Internship or other Capstone Experience:

None



New Program Report

Assurances

I certify that the program will not unnecessarily duplicate an existing program within the geographically applicable area.

I certify that the program will build upon existing programs and faculty expertise.

I certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful. Institutions' decision to implement a program shall be based upon demand and/or need for the program in terms of meeting present and future needs of the locale, state, and nation based upon societal needs, and/or student needs.

Contact Information

First and Last Name: APRIL LONGLEY

Email: alongley@ccis.edu

Phone: 224-280-9534



PUBLIC
 INDEPENDENT

NEW PROGRAM PROPOSAL FOR ROUTINE REVIEW

When finished, please save and email to: he.academicprogramactions@dhe.mo.gov

Sponsoring Institution: Columbia College

Program Title: Bachelor of Science in Organizational Leadership

Degree/Certificate: BS-Bachelor of Science

If other, please list:

Options: N/A

Delivery Site: Online, Columbia (day), Evening, Jefferson City, Springfield, St Louis, Ozarks, Rolla

CIP Classification: 52.0213

Implementation Date: 8/19/2019

Is this a new off-site location? Yes No

If yes, is the new location within your institution's current CBHE-approved service region?

**If no, public institutions should consult the comprehensive review process*

Is this a collaborative program? Yes No

**If yes, please complete the collaborative programs form on last page.*

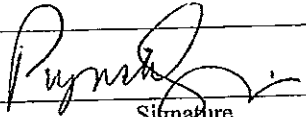
Please list similar or comparable programs at Missouri public institutions of higher education.

**For public institutions only*

CERTIFICATIONS:

- The program is within the institution's CBHE approved mission. *(public only)*
- The program will be offered within the institution's CBHE approved service region. *(public only)*
- The program builds upon existing programs and faculty expertise
- The program does not unnecessarily duplicate an existing program in the geographically-applicable area.
- The program can be launched with minimal expense and falls within the institution's current operating budget. *(public only)*

AUTHORIZATION

Dr. Piyusha Singh, Provost and Vice President for Academic Affairs		3/26/19
Name/Title of Institutional Officer	Signature	Date

MDHE New Program Proposal for Routine Review

KMA 8/19

PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below.
Quantification of performance goals should be included wherever possible.

1. Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.

Admissions procedures and student qualifications do not exceed regular College standards.

- Characteristics of a specific population to be served, if applicable.

Columbia College serves traditional students in the Day Program and specializes in adult education and military education. Columbia College serves nearly 29,000 students each year in more than 30 locations.

2. Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.

Columbia College adheres to the credential requirements set forth by HLC for all faculty members. Columbia College requires instructors to have at least a master's degree from a regionally accredited institution in the subject to be taught, with relevant coursework and/or professional experience directly related to the course. In exceptional circumstances, special certification or extraordinary work experience may compensate the absence of certain academic credentials.

- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.

Full-time faculty teach 12 credit hours or less in a given session. Adjunct faculty can teach no more than 9 credit hours in a given session, and no more than 6 in-seat credit hours a session

- Expectations for professional activities, special student contact, teaching/learning innovation.

Full-time faculty members are required to have 3 hours a week of office hours designated for their students. Full-time faculty members are required to participate in professional development. Adjunct faculty members are required to provide contact information to students.

3. Enrollment Projections

- Student FTE majoring in program by the end of five years.
34 students at the end of five years
- Percent of full time and part time enrollment by the end of five years.
28% part-time and 72 % full-time

STUDENT ENROLLMENT PROJECTIONS

YEAR	1	2	3	4	5
Full Time	5	5	8	10	12
Part Time	15	20	35	40	45
Total	20	25	43	50	57

4. Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.

Bachelor's 3 Year Mark – 14%

Bachelor's 5 Year Mark – 38%

- Special skills specific to the program.
N/A

- Proportion of students who will achieve licensing, certification, or registration.
N/A

- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.

Columbia College's goal is to have all students score at least in the 75th percentile on all normed tests.

- Placement rates in related fields, in other fields, unemployed.
N/A
- Transfer rates, continuous study.
N/A

5. Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide rationale.

The degree program being proposed has been approved by the Higher Learning Commission.

6. Program Structure

A. Total credits required for graduation: 120

B. Residency requirements, if any:
30

C. General education: Total credits:
42 general education

Courses (specific courses OR distribution area and credits)

Course Number	Credits	Course Title
		General Education Requirements: 42 semester hours
COLL 133	3	Foundations Seminar
COMM 110	3	Public Speaking
ENGL 133W	3	First Year Writing Seminar
	3	Ethical Reasoning Core Course
	3	Civic Engagement Core Course
	3	Creative Thinking & Experience Core Course
	3	Global Awareness Core Course
	3	Environmental Stewardship Core Course
	3	Human Experience Core Course
	3	Reasoning in Natural Science Core Course
	3	Mathematical Reasoning Core Course

	9	<i>Three General Education Electives representing three areas, including two Writing Intensive courses, one of which must be in General Education, and a Multicultural Requirement</i>
		Total general education requirements: 42 semester hours

D. Major requirements: Total credits: (42 credits) 27 major area requirements, 15 major electives, 27 electives

Course Number	Credits	Course Title
		Major Area Requirements 42 semester hours
LEAD 200	3	Introduction to Leadership Concepts
MGMT 230	3	Principles of Management
**MGMT 254	3	Business Communication
MGMT 265	3	Business Law
MGMT 278	3	Introduction to Business Analytics
MGMT 339	3	Diversity in the Workplace
MGMT 362	3	Organizational Behavior
**MGMT 368	3	Business Ethics
ORGL 310	3	Contemporary/Emerging Leadership Theories
ECON 210	3	Survey of Economics
ORGL 320	3	Leading Change
ORGL 330	3	Fiscal Management for Leaders
ORGL 410	3	Negotiation and Conflict
ORGL 420	3	Readings in Leadership
		**Overlap with General Education Requirements
		Major Area Electives 15 semester hours (choose five from the following)
MKTG 210	3	Principles of Marketing
MGMT 261	3	Human Resource Management
MGMT 385	3	Business Project Management
MGMT 363	3	Operations Management
COMM 363	3	Organizational Communication
PSYC 336	3	Industrial/Organizational Psychology
MGMT 385	3	Project Management
MGMT 341	3	Introduction to Entrepreneurship
MGMT 422	3	Small Business Management
		Total semester hours: 120 semester hours

E. Free elective credits: 27 semester hours

(sum of C, D, and E should equal A)

F. Requirements for thesis, internship or other capstone experience:

None

G. Any unique features such as interdepartmental cooperation:

None

7. Need/Demand

Student demand

Market demand

Societal demand

I hereby certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful.

On July 1, 2011, the Coordinating Board for Higher Education began provisionally approving all new programs with a subsequent review and consideration for full approval after five years.

COLLABORATIVE PROGRAMS

- Sponsoring Institution One:
- Sponsoring Institution Two:
- Other Collaborative Institutions:
- Length of Agreement:
- Which institution(s) will have degree-granting authority?
- Which institution(s) will have the authority for faculty hiring, course assignment, evaluation and reappointment decisions?
- What agreements exist to ensure that faculty from all participating institutions will be involved in decisions about the curriculum, admissions standards, exit requirements?
- Which institution(s) will be responsible for academic and student-support services, e.g., registration, advising, library, academic assistance, financial aid, etc.?
- What agreements exist to ensure that the academic calendars of the participating institutions have been aligned as needed?

Please save and email this form to: he.academicprogramactions@dhe.mo.gov