

# **MARYLAND HIGHER EDUCATION COMMISSION**

## **MEETING BOOKLET**

Time: 10:00 AM  
February 24, 2016

Place: Anne Arundel Community College  
CALT Building, Room 100  
101 College Parkway  
Arnold, MD 21012

# Maryland Higher Education Commission

Anwer Hasan, Chairman

Sandra L. Jimenez, Vice-Chair

Brandon G. Bell

Vivian S. Boyd

Mariyah S. Bryant, Student Commissioner

Joseph DeMattos, Jr.

John Holaday

Ian MacFarlane

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**Secretary**

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Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## Maryland Higher Education Commission Meeting Agenda

**TIME:** 10:00a.m.  
Wednesday  
February 24, 2016

**PLACE:** Anne Arundel Community College  
CALT Building, Room 100  
101 College Parkway  
Arnold, MD 21012

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<b>Commission Minutes Approval</b>		
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<b>Chairman’s and Secretary’s Remarks</b>		
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<b>Student Advisory Council</b>		
<b>Office of the Secretary – Secretary James D. Fielder, Jr. and Mark Blom</b>		
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○ Certification Standards and Procedures for Emergency Services Instructors Under COMAR 13B.03.01.....	9	*
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**Commission Committees**

**Adjournment**

**Maryland Higher Education Commission**

Regular Session  
Meeting Minutes

December 16, 2015  
9:30 a.m.

The Maryland Higher Education Commission (MHEC) met on Wednesday, December 16, 2015 at 6 N. Liberty Street, 7<sup>th</sup> Floor Board Room, Baltimore, MD 21201.

**Commission members present:**

Anwer Hasan Chairman	Joseph DeMattos, Jr.
Vivian Boyd	John Yaeger
John Holaday	Joel Packer
Ian MacFarlane	

**Commission members not present:**

Sandra Jimenez Vice Chair	Brandon Bell
Mariyah Bryant	Rizwan Siddiqi

**Staff members present:**

Geoffrey Newman, Assistant Secretary	Christine Wellons, Assistant Attorney General
Tonya L Johnson	Genevieve Segura
Monica Wheatley	Lee Towers

**Call to Order**

The meeting was called to order by **Chairman Hasan** at approximately 9:36 a.m. A meeting quorum was established with seven out of eleven members present.

**Approval of Minutes – Action Item**

There was a motion by **Commissioner Packer** and a second by **Commissioner DeMattos** for approval of the November 18, 2015 meeting minutes. The motion was approved unanimously.

**Chairman’s Remarks**

**Chairman Hasan** announced that **Acting Secretary Jennie Hunter-Cevera** resigned, and commended her for her service. A card thanking her from MHEC staff and the **Commissioners** was read. **Chairman Hasan** said that three names will be submitted to the Governor for **Acting Secretary Hunter-Cevera’s** replacement.

The **Commissioners** and MHEC staff expressed their gratitude for **Acting Secretary Hunter-Cevera's** service.

### **Secretary's Remarks**

Assistant Secretary Geoffrey Newman served as **Acting Secretary Hunter-Cevera's** designee and praised MHEC staff and the **Commissioners** for their dedication and passion for higher education.

### **Faculty Advisory Council**

No report.

### **Student Advisory Council**

No report.

### **Office of the Acting Secretary - Department of Justice Program for Incarcerated Prisoners: Will MD be ready?**

A handout was distributed describing the program. Currently, the Goucher Prison Education Program (GPEP) is in place.

### **External Relations and Outreach – Proposed Approval of Regulations Review Reports – Action Item**

**Chairman Hasan** recognized Lee Towers. Mr. Towers reported that MHEC submitted work plans for each chapter of the regulations reviewed to the Administrative, Executive, and Legislative Review (AELR) for reviewing regulations in accordance with Executive Order. The reports were approved by the AELR. Each report submitted recommends that the regulations reviewed be retained and amended.

**Commissioner Yaeger** motioned that the Maryland Higher Education Commission approve for submission to the Joint Committee on Administrative, Executive, and Legislative Review (AELR), the COMAR Review Reports completed in accordance with §§ 10-130 through 139 of the State Government Article of the Annotated Code of Maryland. **Commissioner Packer** seconded the motion. **Commissioner MacFarlane** motioned for amendment; **Commissioner DeMattos** seconded the motion for amendment to reflect the following changes.

- On page 15, A3, yes is the answer.
- On page 17, D, the amendment box is checked.
- On page 18, A3, yes is the answer.
- On page 21, A3, yes is the answer.

The motion was approved unanimously.

**Department of Program Review and Compliance (PRC) – Approval of Institution’s Mission Statements - Action Item**

**Chairman Hasan** recognized Genevieve Segura. Dr. Segura reported that community colleges, four-year public institutions, and regional higher education centers submitted their mission statements to MHEC, with the exception of two higher education centers. The mission statements were reviewed to ensure that the institutions are in compliance; to ensure that the institutions have not deviated; to ensure that the institutions are not overlapping other institutions missions; and that the institutions are not duplicating efforts.

**Commissioner MacFarlane** pointed out that the vast majority of community colleges made great efforts to align their mission statements with the Maryland State Plan; however, only some four-year institutions made the same efforts, and the University of Maryland, College Park made no effort.

The following are changes to the cover memo.

- Paragraph under Review Process - should say Board of Regents and MHEC.
- Paragraph under Trends 2010-2014 – strike the last sentence in the 1<sup>st</sup> paragraph.

**Commissioner MacFarlane** motioned that the Maryland Higher Education Commission approves the 2014 mission statements as submitted by the public institutions of higher education and the regional higher education centers. **Commissioner Boyd** seconded the motion. The motion was approved unanimously.

The **Commissioners** voted to go into closed session. The vote was unanimous.

The meeting adjourned at approximately 10:10 a.m.





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Secretary

## MEMORANDUM

**DATE:** February 24, 2016

**TO:** Maryland Higher Education Commissioners

**FROM:** Mark C. Blom, Principal Counsel

**SUBJECT:** Final Adoption of Regulations; 13B.02.02.23  
Tuition Exemption for Foster Care Recipients and Unaccompanied Homeless Youth

The purpose of this memorandum is to request final adoption by the Commission of regulations (copy attached) providing a tuition exemption for foster care recipients and unaccompanied homeless youth who are enrolled as a candidate for a vocational certificate.

Section 15-106.1 of the Education Article of the Annotated Code of Maryland requires tuition waivers to foster care recipients and unaccompanied homeless youth who are enrolled as candidates for a vocational certificate at public institutions of higher education. This regulation defines the term “vocational certificate” for purposes of these waivers.

The Commission originally reviewed and approved these regulations on September 23, 2015. The regulations appeared in the November 30, 2015 issue of the Maryland Register, and the public comment period for the regulations ended on December 30, 2015. No public comments were received.

Once the Commission approves the regulations for final adoption, the regulations will appear in the March 18, 2016 issue of the Maryland Register, and they will become effective 10 days later, on March 28, 2016.

**RECOMMENDATION:** It is recommended that the Commission approve for final adoption and publication in the Maryland Register the attached regulations regarding tuition exemption for foster care recipients and unaccompanied homeless youth.



- (d) An actual or anticipated failure to meet the criteria set forth in §D(1) of this regulation.
- (4) If the Secretary finds that a school no longer meets the criteria set forth in §D(1) of this regulation, the Secretary shall notify the school that it no longer qualifies for the partial exemption.
- (5) A school that receives notification from the Secretary under §D(4) of this regulation shall, within 30 days of the issuance of the notification, provide to the Secretary a written plan to:
  - (a) Meet the criteria set forth in §D(1) of this regulation;
  - (b) Comply with all requirements of this subtitle, including the requirements from which the school previously was exempt under §D(2) of this regulation; or
  - (c) Discontinue operations and teach-out current students.
- (6) Within 30 days of receipt of a school's plan under §D(5) of this regulation, the Secretary shall notify the school if the plan is approved or requires modification.
- (7) A school's failure to submit a plan required under §D(5), failure to modify a plan under §D(6), or failure to adhere to an approved plan, may result in sanctions pursuant to Regulation .20 of this chapter.

JENNIE C. HUNTER-CEVERA, Ph.D.  
Acting Secretary of Higher Education

## Subtitle 02 ACADAMIC REGULATIONS

### 13B.02.02 Minimum Requirements for In-State Degree-Granting Institutions

Authority: Education Article, §§11-105(u) and 15-106.1, Annotated Code of Maryland

#### Notice of Proposed Action

[15-341-P]

The Maryland Higher Education Commission proposes to adopt new Regulation .23 under **COMAR 13B.02.02 Minimum Requirements for In-State Degree Granting Institutions**. This action was considered by the Maryland Higher Education Commission at a public meeting held on September 23, 2015.

#### Statement of Purpose

The purpose of this action is to adopt regulations to implement Education Article, §15-106.1, Annotated Code of Maryland (tuition exemption for foster care recipients and unaccompanied homeless youth).

#### Comparison to Federal Standards

There is no corresponding federal standard to this proposed action.

#### Estimate of Economic Impact

**I. Summary of Economic Impact.** The regulation requires tuition waivers for foster care recipients and unaccompanied homeless youth who are enrolled in a certification or licensure noncredit course offered by a public institution of higher education if the institution receives State funding for the course. The Department of Human Resources has 20 such students on its caseload.

II. Types of Economic Impact.	Revenue (R+/R-) Expenditure (E+/E-)	Magnitude
A. On issuing agency:	NONE	
B. On other State agencies:	NONE	
C. On local governments:		
(1) Savings on tuition expenditures	(E-)	Nominal
(2) Loss of tuition revenue	(R-)	Nominal
	Benefit (+) Cost (-)	Magnitude
D. On regulated industries or trade groups:	NONE	
E. On other industries or trade groups:	NONE	
F. Direct and indirect effects on public:	NONE	

#### **III. Assumptions.** (Identified by Impact Letter and Number from Section II.)

C(1). Several local departments of social services pay the tuitions charged to these students. This regulation will result in the savings of those monies.

C(2). Community colleges will no longer be able to assess tuition to these students for noncredit courses. The Department of Human Resources has 20 such students on its caseload.

#### Economic Impact on Small Businesses

The proposed action has minimal or no economic impact on small businesses.

**Impact on Individuals with Disabilities**

The proposed action has no impact on individuals with disabilities.

**Opportunity for Public Comment**

Comments may be sent to Dr. Jennifer Frank, Assistant Secretary, Maryland Higher Education Commission, 6 N. Liberty St., 10th Floor, Baltimore, MD 21201, or call 410-767-3041, or email to [jennifer.frank@maryland.gov](mailto:jennifer.frank@maryland.gov), or fax to 410-332-0270. Comments will be accepted through December 30, 2015. A public hearing has not been scheduled.

**.23 Tuition Exemption for Foster Care Recipients and Unaccompanied Homeless Youth.**

A. In this regulation, the following terms have the meaning indicated:

(1) Foster Care Recipient.

(a) "Foster care recipient" means an individual who was placed in an out-of-home placement by the Maryland Department of Human Resources and:

(i) Resided in an out-of-home placement in the State at the time the individual graduated from high school or successfully completed a general equivalency development examination (GED); or

(ii) Resided in an out-of-home placement in the State on the individual's 13th birthday and was placed into guardianship or adopted out of an out-of-home placement after the individual's 13th birthday.

(b) "Foster care recipient" includes a younger sibling of an individual described in §A(1)(a) of this regulation if the younger sibling is concurrently placed into guardianship or adopted out of an out-of-home placement by the same guardianship or adoptive family.

(2) "Out-of-home placement" has the meaning stated in Family Law Article, §5501, Annotated Code of Maryland.

(3) Tuition.

(a) "Tuition" means the charges imposed by a public institution of higher education for enrollment at the institution.

(b) "Tuition" includes charges for registration and all fees required as a condition of enrollment.

(4) "Unaccompanied homeless youth" means a child or youth who:

(a) Has had a consistent presence in the State for at least 1 year before enrollment in a public institution of higher education that is documented by school, employment, or other records;

(b) Is not in the physical custody of a parent or guardian;

(c) Is a homeless child or youth, as defined by the McKinney-Vento Homeless Assistance Act; and

(d) Was determined to be a homeless child or youth by:

(i) A Maryland local school system homeless liaison, as defined by the McKinney-Vento Homeless Assistance Act;

(ii) A director or a designee of the director of a Maryland-based program funded under the Runaway and Homeless Youth Act;

(iii) A director or a designee of the director of a Maryland-based program funded under Title IV, Subtitle B of the McKinney-Vento Homeless Assistance Act; or

(iv) The financial aid director at the public institution of higher education in which the youth seeks to enroll.

(5) "Vocational certificate" means a certification or licensure program offered by a public institution of higher education:

(a) Through courses for credit; or

(b) Through noncredit courses if the Commission approves the courses for State funding.

B. When determining whether a youth is an unaccompanied homeless youth, a financial aid administrator shall verify annually that the youth qualifies as an independent student under the federal College Cost Reduction and Access Act, 20 U.S.C. §1087v(d)(1)(H).

C. A foster care recipient or an unaccompanied homeless youth is exempt from paying any tuition at a public institution of higher education, regardless of that foster care recipient's or unaccompanied homeless youth's receipt of any scholarship or grant if:

(1) The foster care recipient or unaccompanied homeless youth is enrolled at the institution on or before the date that the foster care recipient or unaccompanied homeless youth reaches the age of 25 years;

(2) The foster care recipient or unaccompanied homeless youth is enrolled as a candidate for a vocational certificate, an associate's degree, or a bachelor's degree; and

(3) The foster care recipient or unaccompanied homeless youth has filed for federal and State financial aid by March 1 each year.

D. If a foster care recipient or unaccompanied homeless youth receives a scholarship or grant for postsecondary study and is enrolled before the recipient's 25th birthday as a candidate for a vocational certificate, an associate's degree, or bachelor's degree at a public institution of higher education, the scholarship or grant may not be applied to the tuition for the foster care recipient or unaccompanied homeless youth.

E. A foster care recipient or an unaccompanied homeless youth who is exempt from tuition under this section continues to be exempt until the earlier of:

(1) 5 years after first enrolling as a candidate for an associate's degree or a bachelor's degree at a public institution of higher education in the State; or

(2) The date that the foster care recipient or unaccompanied homeless youth is awarded a bachelors degree.

JENNIE C. HUNTER-CEVERA, Ph.D.  
Acting Secretary of Higher Education

## Title 31

# MARYLAND INSURANCE ADMINISTRATION

### Subtitle 01 GENERAL PROVISIONS

**31.01.02 Emergency Powers**

Authority: Health-General Article, §19-706; Insurance Article, §2-115; Annotated Code of Maryland

Notice of Change to Opportunity for Public Comment



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Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016

**TO:** Maryland Higher Education Commission

**FROM:** Alexia Van Orden, Staff Liaison, Maryland Fire-Rescue Education Training Commission

**SUBJECT:** Proposed Final Adoption of COMAR Program Regulations – Maryland Instructor Certification Review Board 13B.03.01

At its November 18, 2015 meeting, the Commission approved for publication in the Maryland Register proposed changes in regulations concerning the Maryland Instructor Certification Review Board. Commission staff received no public comment on those proposed changes. Staff is now requesting final approval of the regulations with nonsubstantive changes. Those changes, as reflected in the attached, specify by year of publication (2012) the applicable version of National Fire Protection Association (NFPA) 1041: Standard for Fire Service Instructor Professional Qualifications, which is a document incorporated by reference.

The amendments appear in 01.B and .13A

The Commission's final adoption action will be published in the March 18, 2016 edition of the Maryland Register, and will become effective on March 28, 2016.

**RECOMMENDATION: It is recommended that the Maryland Higher Education Commission approve for final adoption the attached proposed Maryland Instructor Certification Review Board regulations with the nonsubstantive amendments as indicated.**



# **Title 13B MARYLAND HIGHER EDUCATION COMMISSION**

## **Subtitle 03 FIRE-RESCUE EDUCATION AND TRAINING COMMISSION**

### **Chapter 01 Certification Standards and Procedures for Emergency Services Instructors**

Authority: Education Article, §11-105(u) and Subtitle 5 of Title 11, Annotated Code of Maryland

#### **.01 Incorporation by Reference.**

A. (text unchanged)

B. Document Incorporated. National Fire Protection Association (NFPA) 1041: Standard for Fire Service Instructor Professional Qualifications, [*most current*] 2012 Edition, is incorporated by reference.

#### **.02 Definitions.**

A. (text unchanged)

B. Terms Defined.

(1) "Application process" means the date the Application for State Emergency Services Instructor Certification or Recertification is received from the Sponsoring Agency by the MICRB.

(2) "Approval" means approval as statutorily applied to the Maryland Fire-Rescue Education and Training Commission (MFRETC) as an agency of the Maryland Higher Education Commission (MHEC), under Education Article, §11-105, Annotated Code of Maryland, before a postsecondary institution can award a certificate, diploma, or degree to an individual.

(3) "Certification" means to verify that an individual has met the requirements of these standards.

(4) "Emergency services" means fire, rescue, and emergency medical services, with emergency medical services also meaning "emergency care" as related to training.

(5) "Field evolutions" means a structured training exercise designed to complete a specific training objective.

(6) "Local emergency services instructor" means an individual who is designated to instruct by the local jurisdiction.

(7) "Local jurisdiction" means any city, county, municipal, or State government, public fire-rescue or emergency medical services department, State-approved public school, or postsecondary institution providing emergency services training or education, and other institutions as approved by the Maryland Instructor Certification Review Board (MICRB).

(8) "Maryland Instructor Certification Review Board (MICRB)" means an independent five-member board created as a unit within the University System of Maryland which is responsible for the administration of the Emergency Services Instructor Certification Program and the issuance of certificates under that program.

(9) "Sponsoring agency" means a local jurisdiction submitting a candidate for certification.

(10) "State emergency services instructor" means an individual who is certified to be an emergency services instructor by the MICRB.

(11) "Supporting services" means nonteaching support rendered in the emergency services area, usually in an administrative or communication capacity in the career or volunteer service.

(12) "Training supervisor" means an individual who is a MICRB certified State emergency services instructor and who directly supervises certified State emergency services instructors on a full-time basis.

#### **.03 State Emergency Services Instructor Certification Standard.**

A.-E. (text unchanged)

F. Application for Certification.

(1) (text unchanged)

(2) Application Process.

(a)-(b) (text unchanged)

(c) If a candidate has completed the instructor training course between 5 and 10 years before beginning the application process, the candidate shall, in addition to the prescribed initial certification requirements, complete within 3 years of submitting their application 12 hours of approved instructor methodology as a co-requisite to the initial completion process.

(d) If a candidate has completed the instructor training course more than 10 years before beginning the application process, the candidate shall be required to successfully complete:

(i) a current, MICRB-approved instructor training program; or

(ii) the Instructor Training Course Challenge process, as outlined in MICRB's policy on Instructor Training Course Challenge Criteria.

G.-I. (text unchanged)

**.04 Certification Standard Instructor Trainer.**

A. (text unchanged)

B. Educational Requirements.

(1) (text unchanged)

(a)-(b) (text unchanged)

(c) 3 years of teaching experience, which shall be documented as evidence of competence.

(2) (text unchanged)

**.05 Certification.**

A.-B. (text unchanged)

C. To retain approval, an instructor trainer shall teach at least 60 hours in a 3-year certification cycle, 30 of which shall be in instructor training, have at least one successful evaluation in the 3-year certification period by an approved instructor trainer, and complete one of the following requirements:

(1) Successfully complete a 3 credit-hour course in educational methodology, or the equivalent of 3 credit hours on in-service professional development;

(2)-(3) (text unchanged)

D. (text unchanged)

**.06 Maryland Instructor Certification Review Board.**

A. (text unchanged)

B. The process for issuing certificates under these standards is the responsibility of the Maryland Instructor Certification Review Board (MICRB).

C.-H. (text unchanged)

**.13 Local Emergency Service Instructor Standards.**

A. The instructor candidate shall meet the requirements of [*the most current edition of*] NFPA 1041: Standard for Fire Service Instructor Professional Qualifications 2012 Edition, or those of recognized instructor training agencies or educational institutions that have similar programs as approved by the MICRB.

B. (text unchanged)



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## MEMORANDUM

**DATE:** February 24, 2016

**TO:** Maryland Higher Education Commissioners

**FROM:** Christine M.H. Wellons, Assistant Attorney General

**SUBJECT:** Proposed Approval of Regulations Regarding Registered Online Institutions

The purpose of this memorandum is to request approval to publish for public comment a proposed amendment (copy attached) to Regulation 13B.05.01.11 of the Code of Maryland Regulations, which governs the operations of online institutions registered with the Commission.

The amendment would alter the threshold at which an online institution registered with the Commission (as distinct from an institution “operating in Maryland” that must receive a Certificate of Approval from the Commission) is required to report to the Commission regarding the number of its student field placements within the State. Currently, a registered institution must report annually to the Commission if it places five or fewer students in a single program in one or more sites within the State. Under the amended regulations, the institution would be required to report to the Commission annually if it places 10 or fewer students in a single program at one site within Maryland.

Changing the reporting threshold in this manner is recommended in order to align the threshold with the new definition of “operate in Maryland,” which recently was adopted by the Commission in connection with implementing the State Authorization Reciprocity Agreement (SARA). The current definition generally provides that an institution does not “operate in Maryland” – and, thus, does not require a Certificate of Approval – if it simultaneously places 10 or fewer students in a single program at a site within the State. Those institutions should, however, to the extent that they are registered with the Commission, be required to report to the Commission on the number of their field placements within the State. The amended regulations would explicitly require them to do so.

If the Commission approves the proposed regulations for publication, the regulations will be reviewed by the Administrative, Executive, and Legislative Review (AELR) Committee. The regulations then will be published in the Maryland Register for a 30-day comment period, and will return to the Commission for final adoption.

**RECOMMENDATION:** It is recommended that the Commission approves for publication the attached regulations regarding the reporting requirements of online institutions, and authorizes MHEC’s attorneys to approve non-substantive revisions as necessary to conform the proposed regulations to the stylistic and formatting requirements of AELR and of the Division of State Documents.

## **Proposed Amendment to Regulation 13B.05.01.11 of the Code of Maryland Regulations**

*13B.05.01.11*

### **.11 Institutional Operations.**

An institution that is registered under this chapter shall:

A. Promptly notify the Commission of:

- (1) A change in ownership or a change in majority control;
- (2) A material change in the institution's financial status;
- (3) A filing for bankruptcy protection under Title 11 of the U.S. Code;
- (4) A change in the institution's business standing in the state in which the central administration of the institution is incorporated;
- (5) Any communication received from the state authority that regulates the institution regarding institutional or program status with regard to online programs in which Maryland students are enrolled; and
- (6) Any communication from the institution's accrediting body that may impact the institution's status with the accrediting body;

B. Comply with the principles of good practice for distance education in COMAR 13B.02.03;

C. Make refunds to Maryland students as required by Regulation .10 of this chapter;

D. Make public and post on its website:

- (1) Information on its registration with the Commission; and
- (2) The process for Maryland students to make complaints about the institution; and

E. If the institution has no more than [five] *ten* Maryland students in a single program *placed simultaneously* at one [or more sites] *site* in the State in a supervised internship, practicum, or field experience as a required part of a degree or certificate program, submit to the Secretary, by June 30 of each year, an annual report detailing the number of students placed at each internship, practicum, or field experience location, in a form and manner required by the Secretary.



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Chairperson

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Secretary

## MEMORANDUM

**DATE:** February 24, 2016

**TO:** Maryland Higher Education Commissioners

**FROM:** Christine M.H. Wellons, Assistant Attorney General

**SUBJECT:** Final Adoption of Regulations Regarding Grant-Funded Private Career Schools that Charge No Tuition

The purpose of this memorandum is to request final adoption by the Commission of regulations (copy attached) regarding non-profit, grant-funded private career schools that charge no tuition and fees to their students. The regulations would permit the Secretary to exempt such schools from certain requirements that otherwise apply to private career schools.

The Commission originally reviewed and approved these regulations on September 23, 2015. The regulations appeared in the November 30, 2015 issue of the Maryland Register, and the public comment period for the regulations ended on December 30, 2015. No public comments were received.

Once the Commission approves the regulations for final adoption, the regulations will appear in the March 18, 2016 issue of the Maryland Register, and they will become effective 10 days later, on March 28, 2016.

**RECOMMENDATION:** It is recommended that the Commission approves for final adoption and publication in the Maryland Register the attached regulations regarding grant-funded private career schools, and authorizes MHEC's attorneys to approve non-substantive revisions as necessary to conform the proposed regulations to the stylistic and formatting requirements of the Division of State Documents.



PROPOSED ACTION ON REGULATIONS

1524

(b) 50 percent of the total tuition liability of the school, if the school meets the minimum financial viability standards set forth in §G of this regulation.

(2) After a branch campus Title IV school's 2nd year of operation in Maryland, and before the school's main campus has operated for 10 years, the school shall provide a financial guarantee in an amount sufficient to cover:

(a) 100 percent of the total non-Title IV tuition liability of the school, if the school does not meet the financial viability requirements set forth in §G of this regulation; or

(b) 50 percent of the total non-Title IV tuition liability of the school, or a greater amount if deemed necessary by the Secretary, if the school meets the financial viability standards set forth in §G of this regulation.

(3) After a branch campus Title IV school's 2nd year of operation in Maryland, and once the school's main campus has operated for at least 10 years, the school:

(a) Shall provide a financial guarantee in an amount sufficient to cover 50 percent of the total non-Title IV tuition liability of the school, if the school does not meet financial viability requirements set forth in §G of this regulation; or

(b) Shall be released from the financial guarantee requirement, unless the Secretary determines that one is necessary, if the school meets the financial viability requirements set forth in §G of this regulation.

*E. Financial Guarantee Amount — Title IV Schools Notified of Potentially Adverse Action by the U.S. Department of Education.*

(1) If the U.S. Department of Education notifies a Title IV school that the school is subject to an adverse or potentially adverse action, including any action that limits, suspends, terminates, or otherwise negatively affects the school's participation in Title IV, the school must notify the Commission in accordance with regulation .06 of this chapter.

(2) Upon receipt of the school's notice under §E(1) of this regulation, or on the Secretary's own initiative, the Secretary may require the school to provide a financial guarantee in an amount deemed necessary by the Secretary to protect students, up to 100 percent of the school's total tuition liability.

*F. Financial Guarantee Amount — Schools Delivering Programs in Whole or in Part by Distance Education.*

(1) A school that delivers a program in whole or in part by distance education shall provide a financial guarantee, regardless of whether a financial guarantee would otherwise be required under §§B — E of this regulation.

(2) The financial guarantee of a school that delivers a program in whole or in part by distance education shall be in the amount prescribed by §§B — E of this regulation, plus an amount sufficient to cover the sum of the tuition of each program delivered in whole or in part by distance education, multiplied by the maximum permissible enrollment for that program.

*G. Reduced or Eliminated Financial Guarantees Based on Financial Viability.*

(1) Upon submission of its annual report under Regulation .06 of this chapter, a school may request in writing that the Secretary reduce or eliminate the school's financial guarantee amount, in accordance with the criteria set forth in §§B — F of this regulation.

(2) The school's request must include the two most recent audited financial statements of the school, and of any corporate parent or holding company of the school.

(3) The Secretary may grant the school's request if the Secretary finds that:

(a) The financial statements and other relevant financial information, including external accounting reports, demonstrate that the school and its ownership meet the financial viability requirements

set forth in §G(4) of this regulation, operate in accordance with sound principles of financial management, and maintain financial resources adequate for the satisfactory conduct of the school; and

(b) A reduction or elimination of the financial guarantee is appropriate under the criteria set forth in §§B — F of this regulation.

(4) Financial Viability Requirement. A school is considered financially viable if its financial statements, and those of its corporate parent or holding company, demonstrate that the school and its ownership, for each of the 2 most recent years:

(a) Had income that exceeded expenditures; and

(b) Maintained at least a 1:1 ratio of total current assets to total current liabilities.

JENNIE C. HUNTER-CEVERA, Ph.D.  
Acting Secretary of Higher Education

**Subtitle 01 NONPUBLIC SCHOOLS**

**13B.01.01 Minimum Requirements for Private Career Schools**

Authority: Education Article, §§11-105(u), 11-202, and 11-203, Annotated Code of Maryland

**Notice of Proposed Action**

[15-363-P]

The Maryland Higher Education Commission proposes to amend Regulation .03 under COMAR 13B.01.01 Minimum Requirements for Private Career Schools. This action was considered at an open meeting of the Maryland Higher Education Commission held on September 23, 2015, pursuant to General Provisions Article, §3-301, Annotated Code of Maryland.

**Statement of Purpose**

The purpose of this action is to provide a partial exemption from private career school requirements for certain nonprofit, grant-funded schools that charge no tuition, costs, or other fees to students.

**Comparison to Federal Standards**

There is no corresponding federal standard to this proposed action.

**Estimate of Economic Impact**

**I. Summary of Economic Impact.** Private career schools that receive a partial exemption under the amended regulations will incur lowered costs associated with obtaining approval to operate in Maryland. In particular, they will be exempted from the following requirements: (1) the requirement to provide a financial guarantee in the amount of the school's tuition liability; and (2) the requirement to make a payment into the Guarantee Student Tuition Fund.

II. Types of Economic Impact.	Revenue (R+/R-)	Magnitude
	Expenditure (E+/E-)	
A. On issuing agency: Guarantee Student Tuition Fund	(R-)	Minimal
B. On other State agencies:	NONE	
C. On local governments:	NONE	

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	Benefit (+) Cost (-)	Magnitude
D. On regulated industries or trade groups:		
(1) Financial guarantees	(+)	Indeterminable
(2) Guarantee Student Tuition Fund	(+)	Indeterminable
E. On other industries or trade groups: NONE		
F. Direct and indirect effects on public:		
Reduced educational costs	(+)	Indeterminable

**III. Assumptions.** (Identified by Impact Letter and Number from Section II.)

A. If a school receives a partial exemption under the amended regulations, it will not be required to make a payment into the Guarantee Student Tuition Fund (GSTF). Very few schools will qualify for such an exemption, and these schools will not increase the potential liability of the GSTF because they charge no tuition, fees, or other costs to students.

D(1). If a school receives a partial exemption under the amended regulations because, inter alia, it charges no tuition, fees, or costs to students, then it will not be required to post a financial guarantee in the amount of the school's tuition liability.

D(2). If a school receives a partial exemption under the amended regulations because, inter alia, it charges no tuition, fees, or costs to students, then it will not be required to make a payment into the Guarantee Student Tuition Fund.

F. To the extent that the amended regulations facilitate the provision of free workforce education at private career schools in the State, the regulations will indirectly lower educational costs for the students of those schools.

**Economic Impact on Small Businesses**

The proposed action has minimal or no economic impact on small businesses.

**Impact on Individuals with Disabilities**

The proposed action has no impact on individuals with disabilities.

**Opportunity for Public Comment**

Comments may be sent to Jennifer Vest Frank, Assistant Secretary of Higher Education, Maryland Higher Education Commission, 6 North Liberty Street, 10th Floor, Baltimore MD 21201, or call 410-767-3041, or email to [jennifer.frank@maryland.gov](mailto:jennifer.frank@maryland.gov), or fax to 410-332-0275. Comments will be accepted through December 30, 2015. A public hearing has not been scheduled.

**.03 Scope, Applicability, and Exemption.**

A.—C. (text unchanged)

D. *Partial Exemption for Nonprofit Grant-Funded Institutions that Charge No Tuition and Fees to Students.*

(1) *The Secretary may grant a partial exemption from the requirements of this chapter, as described in §D(2) of this regulation, to a private career school if the Secretary determines that the school:*

(a) *Is a nonprofit organization authorized to do business in Maryland;*

(b) *Charges no tuition, fees, or other costs to students or prospective students;*

(c) *Is funded entirely by government or private grants; and*  
 (d) *Is accountable to, and meets the performance standards of, its grantors.*

(2) *If the Secretary finds that a school qualifies for a partial exemption under §D(1) of this regulation, the Secretary may exempt the school from any of the following requirements of this chapter deemed inapplicable to the school:*

(a) *Regulation .04B(2)(b) of this chapter;*

(b) *Regulation .04B(6) of this chapter;*

(c) *Regulation .09A of this chapter;*

(d) *Regulation .09C of this chapter, except that the school shall disclose to students in writing that training received at the school is not necessarily transferable to another school or to a collegiate institution;*

(e) *Regulation .09D of this chapter, except that laboratory instruction shall be integrated with theory in accordance with sound educational practice and as approved by the Secretary;*

(f) *Regulation .09F of this chapter;*

(g) *Regulation .11E of this chapter;*

(h) *Regulation .11F of this chapter;*

(i) *Regulation .11I(3) of this chapter;*

(j) *Regulation .12;*

(k) *Regulation .18;*

(l) *Regulation .26B of this chapter; and*

(m) *Regulation .27.*

(3) *A school that receives a partial exemption under §D(1) of this regulation shall provide promptly to the Secretary notice and copies, if applicable, of:*

(a) *A performance report or annual report that the school submits to its grantors;*

(b) *A notice of an adverse action, or potentially adverse action, that the school receives from a grantor, accreditor, or government agency;*

(c) *A substantial change in financial status; and*

(d) *An actual or anticipated failure to meet the criteria set forth in §D(1) of this regulation.*

(4) *If the Secretary finds that a school no longer meets the criteria set forth in §D(1) of this regulation, the Secretary shall notify the school that it no longer qualifies for the partial exemption.*

(5) *A school that receives notification from the Secretary under §D(4) of this regulation shall, within 30 days of the issuance of the notification, provide to the Secretary a written plan to:*

(a) *Meet the criteria set forth in §D(1) of this regulation;*

(b) *Comply with all requirements of this subtitle, including the requirements from which the school previously was exempt under §D(2) of this regulation; or*

(c) *Discontinue operations and teach-out current students.*

(6) *Within 30 days of receipt of a school's plan under §D(5) of this regulation, the Secretary shall notify the school if the plan is approved or requires modification.*

(7) *A school's failure to submit a plan required under §D(5), failure to modify a plan under §D(6), or failure to adhere to an approved plan, may result in sanctions pursuant to Regulation .20 of this chapter.*

JENNIE C. HUNTER-CEVERA, Ph.D.  
 Acting Secretary of Higher Education



Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016

**TO:** Maryland Higher Education Commissioners

**FROM:** Christine M.H. Wellons, Assistant Attorney General

**SUBJECT:** Proposed Final Adoption of Regulations Regarding Financial Guarantees Provided by Private Career Schools

The purpose of this memorandum is to request final adoption by the Commission of regulations (copy attached) governing the financial guarantees that are required of private career schools to operate in Maryland.

The Commission originally reviewed and approved these regulations on September 23, 2015. The regulations appeared in the November 30, 2015 issue of the Maryland Register, and the public comment period for the regulations ended on December 30, 2015. No public comments were received.

Once the Commission approves the regulations for final adoption, the regulations will appear in the March 18, 2016 issue of the Maryland Register, and they will become effective 10 days later, on March 28, 2016.

**RECOMMENDATION:** It is recommended that the Commission approves for final adoption and publication in the Maryland Register the attached regulations regarding the financial guarantees of private career schools, and authorizes MHEC's attorneys to approve non-substantive revisions as necessary to conform the proposed regulations to the stylistic and formatting requirements of the Division of State Documents.



(i) [5] 10 contact hours per research project as approved by the Board toward the continuing competency requirement related to occupational therapy principles and procedures; and

(ii) [4] 8 hours toward the continuing competency option for role-related activities.

(c) (text unchanged)

(18) Evaluator.

(a) (text unchanged)

(b) Every [year] 2 years, a licensee may apply a maximum of:

(i) [2] 4 contact hours per study for quality assurance or program evaluation studies completed and published toward the continuing competency requirement related to occupational therapy principles and procedures; and

(ii) [4] 8 hours toward the continuing competency option for role-related activities.

(c) (text unchanged)

(19) Reviewer/Editor.

(a) (text unchanged)

(b) Every [year] 2 years, a licensee may apply a maximum of:

(i) [8] 16 contact hours toward the continuing competency requirement related to occupational therapy principles and procedures; and

(ii) [4] 8 hours toward the continuing competency option for role-related activities.

(c) (text unchanged)

(20) Professional Study Group.

(a) (text unchanged)

(b) Every [year] 2 years, a licensee may apply a maximum of:

(i) [6] 12 contact hours toward the continuing competency requirement related to occupational therapy principles and procedures; and

(ii) [4] 8 hours toward the continuing competency option for role-related activities.

(c) (text unchanged)

(21) Jurisprudence Examination.

(a) (text unchanged)

(b) Every [year] 2 years, a licensee may apply a maximum of 1 contact hours toward the continuing competency requirement related to occupational therapy principles and procedures:

(c) (text unchanged)

(22) Volunteer Services.

(a) (text unchanged)

(b) Every [year] 2 years, a licensee may apply a maximum of:

(i) [4] 8 contact hours toward the continuing competency requirement related to occupational therapy principles and procedures; and

(ii) [4] 8 hours toward the continuing competency option for role-related activities.

(c) (text unchanged)

(23) Formal Self-Study.

(a) (text unchanged)

(b) Every [year] 2 years, a licensee may apply a maximum of:

(i) [8] 16 contact hours toward the continuing competency requirement related to occupational therapy principles and procedures; and

(ii) [4] 8 hours toward the continuing competency option for role-related activities.

(c) (text unchanged)

**.07 Audit of Continuing Competency.**

A.—B. (text unchanged)

C. A licensee is subject to an audit of the licensee's continuing competency documentation by the Board [before] as a condition of renewal of licensure.

D. (text unchanged)

VAN T. MITCHELL  
Secretary of Health and Mental Hygiene

**Title 13B  
MARYLAND HIGHER  
EDUCATION COMMISSION**

**Subtitle 01 NONPUBLIC SCHOOLS**

**13B.01.01 Minimum Requirements for Private Career Schools**

Authority: Education Article, §§11-105(u), 11-201, 11-202, and 11-203, Annotated Code of Maryland

**Notice of Proposed Action**

[15-378-P]

The Maryland Higher Education Commission proposes to amend Regulations .02 and .04 and adopt new Regulation .19 under **COMAR 13B.01.01 Minimum Requirements for Private Career Schools**. This action was considered at an open meeting of the Maryland Higher Education Commission held on September 23, 2015, pursuant to General Provisions Article, §3-301, Annotated Code of Maryland.

**Statement of Purpose**

The purpose of this action is to set forth the criteria used by the Secretary in determining the amount of financial guarantees that private career schools must provide under Education Article, §11-203, Annotated Code of Maryland.

**Comparison to Federal Standards**

There is no corresponding federal standard to this proposed action.

**Estimate of Economic Impact**

**I. Summary of Economic Impact.** The proposed action will reduce the costs currently incurred by certain private career schools in connection with obtaining financial guarantees under Education Article, §11-203, Annotated Code of Maryland.

II. Types of Economic Impact.	Revenue (R+/R-)	Magnitude
	Expenditure (E+/E-)	
A. On issuing agency:	NONE	
B. On other State agencies:	NONE	
C. On local governments:	NONE	
	Benefit (+) Cost (-)	Magnitude
D. On regulated industries or trade groups:		
Reduction in costs related to financial guarantees	(+)	Indeterminable

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E. On other industries or trade groups: NONE

F. Direct and indirect effects on public: NONE

III. Assumptions. (Identified by Impact Letter and Number from Section II.)

D. Under current MHEC policy, the amount of a private career school's financial guarantee is unrelated to whether the school participates in federal student financial aid and, thus, whether the school's students qualify for federal student loan discharges. Under the proposed regulations, a private career school that qualifies for a reduction of its financial guarantee amount due to, inter alia, its participation in federal student financial aid, likely will incur fewer costs associated with obtaining a financial guarantee. Typically, private career schools obtain their financial guarantees in the form of performance bonds issued by insurance companies. In general, the insurance company will require a lower payment for a lower performance bond amount.

Economic Impact on Small Businesses

The proposed action has minimal or no economic impact on small businesses.

Impact on Individuals with Disabilities

The proposed action has no impact on individuals with disabilities.

Opportunity for Public Comment

Comments may be sent to Jennifer Vest Frank, Assistant Secretary of Higher Education, Maryland Higher Education Commission, 6 N. Liberty St., 10th Floor, Baltimore, MD 21201, or call 410-767-3041, or email to jennifer.frank@maryland.gov. Comments will be accepted through December 30, 2015. A public hearing has not been scheduled.

.02 Definitions.

A. (text unchanged)

B. Terms Defined.

(1) — (6) (text unchanged)

(6-1) "Branch campus Title IV school" means a school that:

(a) Is recognized as a branch campus, or as an additional location of a main campus, by an accrediting body recognized by the U.S. Department of Education;

(b) Has a main campus that is certified by the U.S. Secretary of Education to participate in federal financial aid programs under Title IV of the Higher Education Act of 1965;

(c) Is geographically apart and independent of its main campus; and

(d) Has a location that:

(i) Is permanent in nature;

(ii) Has its own faculty and administrative or supervisory organization; and

(iii) Has its own budgetary and hiring authority.

(7) — (19) (text unchanged)

(19-1) "Main campus Title IV school" means a school that is:

(a) Accredited as a main campus by an accrediting body recognized by the U.S. Department of Education; and

(b) Certified by the U.S. Secretary of Education to participate in federal financial aid programs under Title IV of the Higher Education Act of 1965.

(19-2) "Non-Title IV school" means a school that does not participate as a main campus or as a branch campus in federal financial aid programs under Title IV of the Higher Education Act of 1965.

(20) — (31) (text unchanged)

(32) "Title IV school" means a main campus Title IV school or a branch campus Title IV school.

(33) "Total non-Title IV tuition liability" means a school's total tuition liability minus the amount of Title IV federal financial aid received by the school on behalf of its students.

(34) "Total tuition liability" means the amount of tuition due to a school at its maximum permitted enrollment, which is the sum of each program's tuition multiplied by the maximum permitted enrollment of that program.

.04 School Approval Process.

A. (text unchanged)

B. Initial Approval to Operate.

(1) (text unchanged)

(2) In addition to documents required by the application form, the application shall include the following items:

(a) (text unchanged)

(b) A financial statement described in §B(11) of this regulation or a financial guarantee described in [§B(12) of this regulation] Regulation .19 of this chapter;

(c) — (e) (text unchanged)

(3) — (5) (text unchanged)

(6) Financial Requirement.

[(a)] Before receiving initial approval, each school shall:

(a) [make] Make a payment to the Guaranty Student Tuition Fund in [accord] accordance with the schedule in Regulation .18E(4) of this chapter[.]; and

(b) [The] Secretary may require a school to forward a financial guarantee in the form of a renewable performance bond or an irrevocable letter of credit. The bond or letter of credit shall be in an amount and under terms and conditions determined by the Secretary, and it shall be made payable to the Secretary of Higher Education. The completed bond or letter of credit is to be forwarded to the Secretary of Higher Education] Provide a financial guarantee in accordance with Regulation .19 of this chapter.

(7) — (11) (text unchanged)

[(12) A financial guarantee under §B(2)(b) of this regulation shall be in the form of a bond or letter of credit that is sufficient to cover the full tuition liability of the school. The bond or letter of credit shall be in the amount and under the terms and conditions determined by the Secretary, and made payable to the Secretary of Higher Education.]

C. Renewal of Approval to Operate.

(1) — (5) (text unchanged)

(6) Financial Requirement. The Secretary [may] shall require a school to forward a financial guarantee [in the form of a performance bond or an irrevocable letter of credit if, at the time of renewal of authority to operate or during the period of a school's operation, the Secretary determines the financial condition of the school warrants this action. The bond or letter of credit shall be in an amount and under terms and conditions determined by the Secretary, and made payable to the Secretary of Higher Education. The completed bond or letter of credit is to be forwarded to the Secretary of Higher Education. Failure to obtain a required bond or letter of credit shall result in a denial of the school's renewal of approval to operate] described in Regulation .19 of this chapter.

(7) (text unchanged)

D. Change of Ownership.

(1) — (4) (text unchanged)

(5) Financial Requirement. The Secretary [may] shall require a prospective owner of a school to forward a financial guarantee [in the form of a performance bond or an irrevocable letter of credit. The bond or letter of credit shall be in an amount and under terms and conditions determined by the Secretary, and made payable to the Secretary of Higher Education. The completed bond or letter of credit

is to be forwarded to the Secretary of Higher Education] described in Regulation .19 of this chapter.

E. (text unchanged)

**.19 Financial Guarantee.**

A. Whenever a financial guarantee is required by this chapter, it shall be:

(1) In the form of a performance bond or an irrevocable letter of credit;

(2) Made under the terms and conditions determined by the Secretary, including the conditions that the school will:

(a) Perform faithfully all agreements or contracts it makes with its students; and

(b) Comply with Education Article, Annotated Code of Maryland, and with this chapter;

(3) Made payable to the Secretary, and provided to the Secretary; and

(4) In the amount the Secretary requires, which at a minimum shall be:

(a) The amount prescribed by §B of this regulation, if the school is a non-Title IV school;

(b) The amount prescribed by §C of this regulation, if the school is a main campus Title IV school;

(c) The amount prescribed by §D of this regulation, if the school is a branch campus Title IV school;

(d) The amount prescribed by §E of this regulation, if the school is a Title IV school that has been notified by the U.S. Department of Education of an adverse, or potentially adverse, action affecting the school's participation in Title IV; or

(e) The amount prescribed by §F of this regulation, if the school delivers its programs in whole or in part by distance education.

**B. Financial Guarantee Amount — Non-Title IV Schools.**

(1) A Non-Title IV School's 1st Through 5th Years of Operation.

(a) This subsection applies to a non-Title IV school during its 1st through 5th years of operation.

(b) If the school collects tuition in multiple installments from or on behalf of its students, the school shall provide a financial guarantee in an amount sufficient to cover:

(i) 100 percent of the total tuition liability of the school, if the school does not meet financial viability standards set forth in §G of this regulation; or

(ii) 50 percent of the total tuition liability of the school, or a greater amount if deemed necessary by the Secretary, if the school meets the financial viability standards set forth in §G of this regulation.

(c) If the school does not collect tuition in multiple installments from or on behalf of its students, the school shall provide a financial guarantee in an amount sufficient to cover 100 percent of the total tuition liability of the school.

(2) During a Non-Title IV School's 6th Through 10th Years of Operation.

(a) This subsection applies to a non-Title IV school during its 6th through 10th years of operation.

(b) If the school collects tuition in multiple installments from or on behalf of students, the school shall provide a financial guarantee in an amount sufficient to cover:

(i) 100 percent of the total tuition liability of the school, if the school does not meet the financial viability requirements set forth in §G of this regulation; or

(ii) 30 percent of the total tuition liability of the school, or a greater amount if deemed necessary by the Secretary, if the school meets the financial viability requirements set forth in §G of this regulation.

(c) If the school does not collect tuition in multiple installments from or on behalf of its students, the school shall provide a financial guarantee in an amount sufficient to cover 100 percent of the total tuition liability of the school.

(3) After a non-Title IV school's 10th year of operation.

(a) This subsection applies to a non-Title IV school after its 10th year of operation.

(b) If the school collects tuition in multiple installments from or on behalf of students, the school shall provide:

(i) A financial guarantee in an amount sufficient to cover 30 percent of the total tuition liability of the school, or a greater amount if deemed necessary by the Secretary, if the school does not meet the financial viability requirements set forth in §G of this regulation; or

(ii) No financial guarantee, unless the Secretary deems one necessary, if the school meets the financial viability requirements set forth in §G of this regulation.

(c) If the school does not collect tuition in multiple installments from or on behalf of its students, the school shall provide a financial guarantee in an amount sufficient to cover 100 percent of the total tuition liability of the school.

**C. Financial Guarantee Amount — Main Campus Title IV School.**

(1) During a main campus Title IV school's 1st through 5th years of operation, and after at least 1 year of its operation as a main campus Title IV school, the school shall provide a financial guarantee in an amount sufficient to cover:

(a) 100 percent of the total tuition liability of the school, if the school does not meet the financial viability standards set forth in §G of this regulation; or

(b) 100 percent of the total non-Title IV tuition liability of the school, or a greater amount if deemed necessary by the Secretary, if the school meets the financial viability standards set forth in §G of this regulation.

(2) During a main campus Title IV school's 6th through 10th years of operation, and after at least 1 year of its operation as a main campus Title IV school, the school shall provide a financial guarantee in an amount sufficient to cover:

(a) 100 percent of the total non-Title IV tuition liability of the school, if the school does not meet financial viability requirements set forth in §G of this regulation; or

(b) 50 percent of the school's total non-Title IV tuition liability, or a greater amount if deemed necessary by the Secretary, if the school meets the financial viability requirements set forth in §G of this regulation.

(3) After a non-Title IV school's 10th year of operation, and after at least 1 year of its operation as a main campus Title IV school, the school shall provide:

(a) A financial guarantee in an amount sufficient to cover 50 percent of the total non-Title IV tuition liability of the school, or a greater amount if deemed necessary by the Secretary, if the school does not meet the financial viability requirements set forth in §G of this regulation; or

(b) No financial guarantee, unless one is deemed necessary by the Secretary, if the school meets the financial viability requirements set forth in §G of this regulation.

**D. Financial Guarantee Amount — Branch Campus Title IV School.**

(1) During a branch campus Title IV school's 1st through 2nd years of operation in Maryland, the school shall provide a financial guarantee in an amount sufficient to cover:

(a) 100 percent of the total tuition liability of the school, if the school does not meet minimum financial viability standards set forth in §G of this regulation; or

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(b) 50 percent of the total tuition liability of the school, if the school meets the minimum financial viability standards set forth in §G of this regulation.

(2) After a branch campus Title IV school's 2nd year of operation in Maryland, and before the school's main campus has operated for 10 years, the school shall provide a financial guarantee in an amount sufficient to cover:

(a) 100 percent of the total non-Title IV tuition liability of the school, if the school does not meet the financial viability requirements set forth in §G of this regulation; or

(b) 50 percent of the total non-Title IV tuition liability of the school, or a greater amount if deemed necessary by the Secretary, if the school meets the financial viability standards set forth in §G of this regulation.

(3) After a branch campus Title IV school's 2nd year of operation in Maryland, and once the school's main campus has operated for at least 10 years, the school:

(a) Shall provide a financial guarantee in an amount sufficient to cover 50 percent of the total non-Title IV tuition liability of the school, if the school does not meet financial viability requirements set forth in §G of this regulation; or

(b) Shall be released from the financial guarantee requirement, unless the Secretary determines that one is necessary, if the school meets the financial viability requirements set forth in §G of this regulation.

**E. Financial Guarantee Amount — Title IV Schools Notified of Potentially Adverse Action by the U.S. Department of Education.**

(1) If the U.S. Department of Education notifies a Title IV school that the school is subject to an adverse or potentially adverse action, including any action that limits, suspends, terminates, or otherwise negatively affects the school's participation in Title IV, the school must notify the Commission in accordance with regulation .06 of this chapter.

(2) Upon receipt of the school's notice under §E(1) of this regulation, or on the Secretary's own initiative, the Secretary may require the school to provide a financial guarantee in an amount deemed necessary by the Secretary to protect students, up to 100 percent of the school's total tuition liability.

**F. Financial Guarantee Amount — Schools Delivering Programs in Whole or in Part by Distance Education.**

(1) A school that delivers a program in whole or in part by distance education shall provide a financial guarantee, regardless of whether a financial guarantee would otherwise be required under §§B — E of this regulation.

(2) The financial guarantee of a school that delivers a program in whole or in part by distance education shall be in the amount prescribed by §§B — E of this regulation, plus an amount sufficient to cover the sum of the tuition of each program delivered in whole or in part by distance education, multiplied by the maximum permissible enrollment for that program.

**G. Reduced or Eliminated Financial Guarantees Based on Financial Viability.**

(1) Upon submission of its annual report under Regulation .06 of this chapter, a school may request in writing that the Secretary reduce or eliminate the school's financial guarantee amount, in accordance with the criteria set forth in §§B — F of this regulation.

(2) The school's request must include the two most recent audited financial statements of the school, and of any corporate parent or holding company of the school.

(3) The Secretary may grant the school's request if the Secretary finds that:

(a) The financial statements and other relevant financial information, including external accounting reports, demonstrate that the school and its ownership meet the financial viability requirements

set forth in §G(4) of this regulation, operate in accordance with sound principles of financial management, and maintain financial resources adequate for the satisfactory conduct of the school; and

(b) A reduction or elimination of the financial guarantee is appropriate under the criteria set forth in §§B — F of this regulation.

(4) **Financial Viability Requirement.** A school is considered financially viable if its financial statements, and those of its corporate parent or holding company, demonstrate that the school and its ownership, for each of the 2 most recent years:

(a) Had income that exceeded expenditures; and

(b) Maintained at least a 1:1 ratio of total current assets to total current liabilities.

JENNIE C. HUNTER-CEVERA, Ph.D.  
Acting Secretary of Higher Education

**Subtitle 01 NONPUBLIC SCHOOLS**

**13B.01.01 Minimum Requirements for Private Career Schools**

Authority: Education Article, §§11-105(u), 11-202, and 11-203, Annotated Code of Maryland

**Notice of Proposed Action**  
[15-363-P]

The Maryland Higher Education Commission proposes to amend Regulation .03 under COMAR 13B.01.01 **Minimum Requirements for Private Career Schools**. This action was considered at an open meeting of the Maryland Higher Education Commission held on September 23, 2015, pursuant to General Provisions Article, §3-301, Annotated Code of Maryland.

**Statement of Purpose**

The purpose of this action is to provide a partial exemption from private career school requirements for certain nonprofit, grant-funded schools that charge no tuition, costs, or other fees to students.

**Comparison to Federal Standards**

There is no corresponding federal standard to this proposed action.

**Estimate of Economic Impact**

**I. Summary of Economic Impact.** Private career schools that receive a partial exemption under the amended regulations will incur lowered costs associated with obtaining approval to operate in Maryland. In particular, they will be exempted from the following requirements: (1) the requirement to provide a financial guarantee in the amount of the school's tuition liability; and (2) the requirement to make a payment into the Guarantee Student Tuition Fund.

II. Types of Economic Impact.	Revenue (R+/R-)	Magnitude
	Expenditure (E+/E-)	
A. On issuing agency: Guarantee Student Tuition Fund	(R-)	Minimal
B. On other State agencies:	NONE	
C. On local governments:	NONE	



**MHEC**  
Creating a state of achievement

Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016  
**TO:** Maryland Higher Education Commission  
**FROM:** Monica Wheatley **STAFF:** Sheila Coleman  
**SUBJECT:** Report on Programs Reviewed from October 1, 2015 to December 31, 2015

During the current reporting period, the Secretary of Higher Education acted on a total of academic program proposals requiring review under Code of Maryland Regulations (COMAR) 13B.02.01 and COMAR 13B.02.03, and they are outlined immediately below.

Degree Programs:	2	at independent colleges and universities
	1	at public four-year colleges and universities
	6	at public community colleges
Certificate Programs:	0	at independent colleges and universities
	0	at public four-year colleges and universities
	0	at public community colleges
Area of Concentration:	0	at independent colleges and universities
	9	at public four-year colleges and universities
	5	at public community colleges
Out-of-State Institutions:	10	new programs
	66	renewal programs
Proposals Withdrawn:	0	proposals withdrawn
Programs Denied:	0	at in-state institutions
	0	out-of-state institutions
Proposals Discontinued/Suspended:	2	at independent year colleges and universities
	28	at public year colleges and universities
	9	at public community colleges
Partnerships:	0	new partnership agreement
	<u>2</u>	closed partnership agreement
<b>Total Program Proposal Actions:</b>	<b>140</b>	

Additionally, the Commission, in accordance with COMAR 13B.05.01 'online registration', the Commission registered 85 out-of-state institutions to offer 1,824 programs to Maryland residents.



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## **I. PROGRAMS THAT RECEIVED OBJECTIONS**

- During this reporting period the Commission received 1 objection to 1 program from an in-state institution.
- The institution that received an objection was an out-of-state institution.
- The Secretary approved the program with conditions.

Code of Maryland Regulations (COMAR) 13B.02.03.27B requires the Commission to circulate program proposals for thirty days for comment or objections from in-state institutions.

The Secretary or an institution may file an objection to implementation of a proposed program if the objection is based on:

- (a) Inconsistency of the proposed program with the institution's approved mission;
- (b) Not meeting a regional or Statewide need consistent with the State Plan;
- (c) Unreasonable program duplication which would cause demonstrable harm to another institution; or
- (d) Violation of the State's equal educational opportunity obligations under State and federal law.

What follows is a report on all objections the Commission has received to programs submitted for review, upon which the Secretary has issued a decision between October 1, 2015 and December 31, 2015. This report also identifies the Secretary's decision and its rationale.

<b>Proposing Institution</b>	<b>Program proposed</b>	<b>Objecting institution(s)</b>	<b>Objection rationale</b>	<b>Outcome</b>	<b>Date of Secretary's decision</b>	<b>Rationale for decision</b>
Walden University	Master of Science in Social Work	University of Maryland, Baltimore	Unreasonable program duplication which would cause demonstrable harm to another institution, due to clinical placement competition	Approved	11/13/2015	Proposal not found unreasonably duplicative. The renewed approval of Walden University's MSW program continues to have geographical restrictions.

## I. DEGREE PROGRAMS APPROVED/RECOMMENDED

### **Independent Four Year Colleges and Universities**

#### **Hood College**

##### Doctorate of Organizational Leadership - (Recommended 11/24/2015)

*Hood College has submitted a proposal to offer a new 60-credit hour Doctorate in Organizational Leadership (D.O.L.). The program is designed to prepare mid-career professionals to be reasoned thinkers, expert administrators and effective competent scholar-practitioners. Candidates will learn to use their leadership knowledge and abilities to transform their organizations and communities through the implementation of a sustainable paradigm incorporating economic, social and environmental criteria in decision-making. The curriculum is comprised of 27 credits core courses, 12 credits from a specialization tier, 9 credits of research methodology courses and 12 credits in research-based capstone project.*

##### Doctorate of Business Administration in Organizational Leadership (Recommended 11/24/2015)

*Hood College has submitted a proposal to offer a new Doctorate of Business Administration in Organizational Leadership. The degree is part of a larger doctoral program that serves a community of practicing professionals seeking to hold a terminal degree in organizational leadership. The program serves as a bridge to translate theoretical knowledge into actionable items for problem-solving and decision-making based on best practices and evidence-based research. Graduates will be scholar-practitioners or capable of filling leadership roles within their organizations and more fully engaged in the application and integration of knowledge. Students will acquire benchmarking and evidence-based research skills to improve organizational effectiveness and efficiency, thus become more realistic problem-solvers who utilize cutting edge theoretical and empirical methods. The degree requires 60 semester credit hours beyond the master's degree and consists of 27 core credits, 12 specialization credits, 9 research methodology course credits and 12 credits applied research-based capstone project.*

### **Public Four-Year Colleges and Universities**

#### **Coppin State University**

##### Bachelor of Science in Health Sciences - (Approved 11/3/2015)

*The Bachelor of Science (B.S.) in Health Sciences will prepare graduates for a range of career opportunities in allied health and emerging health care occupations. The 120 credit degree program includes areas of concentration in Environmental Health, Nutrition, and Telehealth. It recognizes that health is a key national and global concern that requires well-trained and well-prepared professionals to manage the challenges associated with these concerns, both now and in the future. The degree is proposed both for face-to-face and online delivery.*

## **Community Colleges**

### **Anne Arundel Community College**

*Associate of Applied Science in Landscape Architecture – (Approved 10/5/2015)*  
*Anne Arundel Community College is proposing to offer the new Associate of Applied Science (A.A.S.) in Landscape Architecture. The proposed degree provides the foundation to the profession of Landscape Architecture for students seeking to influence the building and design of outdoor environments. The curriculum includes core studies in local and global environmental systems, sustainability, construction technology, materials, plant identification and key design principles. Most notably, the college developed an articulation agreement with Morgan State University (MSU). Students who complete the proposed A.A.S. will be able to seamlessly transfer their degree MSU; and in five years, complete a bachelor's degree and Master's in Landscape Architecture. This 3+2 program is fully accredited through the National Architectural Accreditation Board.*

### **Cecil College**

*Associate of Fine Arts in Art and Design (Statewide Designation Status) - (Approved 10/21/2015)*  
*Cecil College is proposing a new Associate of Fine Arts (A.F.A.) degree in Art and Design, and add Statewide Designation status. The program is designed to provide the foundation coursework and studio expertise that parallels the first two years of a Bachelor of Fine Arts degree (B.F.A.) in Art and Design, the professional degree in the Art and Design field. The program prepares students with an intensive studio-based curriculum stressing the development of artistic techniques and critical thinking skills. Students study a variety of art disciplines preparing them for continued study in Art and Design leading to careers in the following fields: fine art, art education, art therapy, graphic design, curatorial studies, advertising, fashion design, and interior design. Students may concentrate their studies in subjects including animation, ceramics, digital art, drawing, graphic design, illustration, painting, photography, printmaking or sculpture.*

## College of Southern Maryland

### Associate of Applied Science in Information Systems Security (Cybersecurity) (Approved 10/5/2015)

*The Associate of Applied Science (A.A.S.) Information Systems Security provides sufficient knowledge to prepare students for entry-level network security positions and also serves those already working in the field who wish to update their skills. On completion of the program, students will be prepared for entry-level positions in cybersecurity or transfer to a four-year institution to complete a bachelor's degree in Information Assurance, Network Security, CyberSecurity, or related field. The influx of security into every aspect of information technology has created the need for a workforce skilled in implementing and managing the security infrastructure of organizations. This degree is designed around industry-accepted certifications and current industry standard techniques that prepare the students to meet these workforce needs. Graduates will have knowledge of networks and operating systems concepts, a solid foundation in networking, and will be prepared to take the CCNET certification exam. This program has been designated as a Center of Academic Excellence (CAE-2Y) by the National Security Agency (NSA) and Department of Homeland Security (DHS) Security is among the fastest-growing professional career areas worldwide and career opportunities exist in government, business, and industry. Security positions are available in network, internet, database, application and wireless security with job titles including security technician, security analyst, security associate, security administrator, security specialist, security consultant, and security engineer.*

### Associate of Science in Environmental Studies – (Approved 11/8/2015)

*The Associate of Science (A.S.) in Environmental Studies will prepare students for further studies in a broad range of disciplines ranging from natural sciences and environmental design to environmental policy and pre-law. The program is designed as a transfer program, which will articulate to the broadest possible number of environmental programs offered at 4-year institutions. Graduates of the program will be able to apply foundational principles of environmental science in the context of political and economic realities; identify and implement the appropriate quantitative methods of analysis required to pursue further studies in their desired baccalaureate program and identify a course of study as the next step in their academic progression.*

## Montgomery College

### Associate of Applied Science in Computer Gaming and Simulation (Approved 11/6/2015)

Montgomery College (AACC) is proposing to establish a new Associate of Applied Science (A.A.S.) in Computer Gaming and Simulation. Additionally, the college requests to discontinue the existing Associate of Arts (A.A.) in Computer Gaming and Simulation upon approval of the new degree program. The rationale for establishing an A.A.S. program is to ensure that the 60 credit hour degree will transfer to upper level institutions. No courses will be eliminated from the existing Computer Gaming and Simulation curriculum, therefore, currently enrolled students will be allowed to complete their A.A. degrees or switch to the new A.A.S. Graduates of the proposed degree may seamlessly transfer to the University of Baltimore and Capitol Technology University's Bachelor's in Mobile Computing and Game Programming programs.

Gaming is not limited to the entertainment industry but extends to a variety of settings. Game technology applies to medical and corporate training to advocacy, advertising and emergency response simulation. The program presents students with skills needed to explore emerging technology in the area of game and simulation development. The curriculum exposes students to core game development skills and theory, introduce gaming and computer simulation technology applications and provide an introduction to computer graphics technology. Students may opt to enroll in one of three tracks: Game Art and Animation; Game Programming; or Game Production and Design.

### Associate of Science in Public Health Sciences – (Approved 11/16/2015)

The scope of public health practice is broad and encompasses a wide range of disciplines that emerge from the five core areas: behavioral science, epidemiology, biostatistics, administration, and environmental science. The need for public health professionals in this geographic area is growing rapidly. The College asserts that, unlike other public health programs in the state, the focus of its unique program is on the natural sciences, such as biology, anatomy, physiology, genetics, and microbiology, in addition to the traditional courses in the behavioral sciences such as psychology and health behavior. This degree will provide students with skills and knowledge necessary to meet the increasing need of employers for an educated workforce as well as provide students with a strong foundation in general education.

## II. AREAS OF CONCENTRATION APPROVED/RECOMMENDED

### Public Four-Year Colleges and Universities

#### **Coppin State University**

##### Area of Concentration in Applied Sciences - (Approved 11/3/2015)

*Coppin State University is proposing a new area of concentration in Applied Sciences in the existing Bachelor of Science (B.S.) in Biology and Life Sciences. This program provides instruction in the fundamental theories, principles, and techniques of biological science. It is especially designed for students who are interested in fundamental or industrial research, allied health professions, biotechnology, or in pursuing an advanced degree in the life sciences or health professions. A total of 26 credits comprise the required courses for this new area of concentration, with coursework in molecular biology, microbiology, genetics, organic chemistry I and II, and biochemistry.*

##### Area of Concentration in Biochemistry – (Approved 11/3/2015)

*Coppin State University is proposing a new area of concentration in Biochemistry in the existing Bachelor of Science (B.S.) in Chemistry. This program focuses on the scientific study of the chemistry of living systems, their fundamental chemical substances and reactions, and their chemical pathways and information transfer systems. A total of 29 credits comprise the required courses for this new area of concentration, with topics of instruction including areas such as bio-organic chemistry, protein chemistry, bioanalytical chemistry, bio-separations, regulatory biochemistry, enzymology, hormonal chemistry, calorimetry, research methods, and equipment operation. The program is designed to prepare students for careers in the chemical industries in the private sector or government, and/or to prepare students for further study in chemistry research fields.*

##### Area of Concentration in Computational Chemistry – (Approved 11/3/2015)

*Computational Chemistry uses the results of theoretical chemistry incorporated into computer programs to calculate the structures and properties of molecules and solids, applying these programs to real chemical problems. A total of 25 credits comprise the required courses for this new area of concentration, including courses in quantitative analysis, organic chemistry I and II, instrumentation, biochemistry, and computational chemistry. The program is designed to prepare students for careers in the chemical industries in the private sector or government, and/or to prepare students for further study in fields such as medicinal chemistry, pharmaceutical chemistry, biotechnology, materials sciences, and nanotechnology.*

## **Towson University**

### *Area of Concentration in General Physics, Applied Physics, Astrophysics and Computational Physics – (Approved 10/19/2015)*

*The new areas of concentration (AOCs) in General Physics, Applied Physics, Astrophysics and Computational Physics within the existing BA/BS in Physics include a broad and solid base in physics and allows students with the ability to develop depth in one of the chosen concentrations. The proposed concentrations play a key role in addressing students career aspirations within STEM fields. The curricular content of each area of concentration is as follows:*

- a. General Physics: 38 credits*
- b. Applied Physics: 40 credits*
- c. Astrophysics: 42 credits*
- d. Computational Physics: 39 credits*

*Graduates of the program will demonstrate an understanding of fundamental principles of physics and major concepts in a student's chosen concentration and be able to apply these principles to solve quantitative problems; demonstrate an understanding of the nature of scientific research; communicate scientific information effectively in both oral and written format; and utilize and apply technology to investigate experimental and theoretical scientific problems.*

### *Area of Concentration in PreK-12 Dance Education – (Approved 10/28/2015)*

*The area of concentration (AOC) in PreK-12 Dance Education advocates 'dancing for a lifetime' by challenging students to facilitate high quality dance education for diverse and inclusive communities. Students will articulate verbally and kinesthetically the relationship of the progression of dance composition to choreography. Students electing the PreK-12 Dance Education concentration will be eligible to seek state teacher certification to teach dance at the elementary and secondary school levels. Graduates will be able to synthesize expressive range, stylistic versatility, and rigorous standards within healthy technical achievement and somatic understanding; analyze, intuit and deliver and evaluate the creative process for original dance choreography; and define, invent, and evaluate developmentally appropriate pedagogy skills.*

## **University of Maryland, College Park**

### *Area of Concentration in Music Education – (Approved 10/7/2015)*

*Upon completion of the program, students will be able to demonstrate a deep understanding of the knowledge and theories associated with music education, a full understanding of the research skills and practices associated with music education, and the professional competencies required to apply knowledge, conduct research, and provide leadership associated with music education.*

## **Community Colleges**

### **Baltimore City Community College**

#### *Area of Concentration in Art [Option to AOC conversion] - (Approved 11/18/2015)*

*The area of concentration (AOC) in Art within the existing Associate of Arts (A.A.) in Arts and Sciences transfer is designed to meet the professional and personal goals of students. The program prepares students for transfer into a Bachelor of Fine Arts (B.F.A.) program and acts as a gateway to higher level degree attainment in the field of Art. It also prepares students who want to create and understand Art on a creative level.*

#### *Area of Concentration in Music [Option to AOC conversion] - (Approved 11/19/2015)*

*The area of concentration (AOC) in Music within the existing Associate of Arts (A.A.) in Arts and Sciences transfer is designed to meet the professional and personal goals of students. The program prepares students for transfer into a Bachelor of Fine Arts (B.F.A.) program and acts as a gateway to higher level degree attainment in the field of Music. It also prepares students who want to create and understand Music on a creative level.*

#### *Area of Concentration in Psychology [Option to AOC conversion] - (Approved 11/19/2015)*

*The area of concentration (AOC) in Psychology within the existing Associate of Arts (A.A.) in Arts and Sciences transfer is designed to meet the professional and personal goals of students. The program prepares students for transfer into a Bachelor of Science (B.S.) Psychology program and acts as a gateway to higher level degree attainment in the field of Psychology for professional educators, clinicians, researchers and therapists.*

#### *Area of Concentration in Theatre [Option to AOC conversion] - (Approved 11/20/2015)*

*The area of concentration (AOC) in Theatre within the existing Associate of Arts (A.A.) in Arts and Sciences transfer is designed to meet the professional and personal goals of students. The program prepares students for transfer into a Bachelor of Fine Arts (B.F.A.) program and offers introductory theatre courses provided by senior institutions. As such it acts as a gateway to higher level degree attainment in the field of Theatre.*

## **Hagerstown Community College**

### *Area of Concentration in Dance – (Approved 10/26/2015)*

*The new AOC in Dance is designed to offer students a high quality dance education at an affordable cost and the opportunity to remain closer to home after graduating from high school. Enrolled students will become proficient in a variety of concert dance languages and techniques, learn to creatively express through dance composition, and to critically view dance from historical and social perspectives. Dance students will closely study a variety of human culture through movement (from both a western and non-western perspective) and will also gain insight into their own cultural traditions. Graduates of the program will achieve a high level of proficiency in dance technique; develop and use appropriate language relating to the technique of concert dance genres; recognize and differentiate the styles of important choreographers and choreographic movements; demonstrate the ability to work independently and successfully collaborate with other dancers; critically view dance from social and historical perspectives and express creatively through movement.*

### III. OUT-OF-STATE INSTITUTIONS

#### *ITT Technical Institute*

##### *Out-of-State Renewal for Multiple Program Offerings (Authorized 10/9/2015)*

*Previously approved programs:*

*There have been no changes to the programs since they were initially approved. ITT Technical is authorized to offer the following programs:*

- 1. Associate of Applied Science in Accounting: The program exposes students to fundamental knowledge and skills utilized in entry-level accounting. Students will be exposed to a variety of skills used to provide technical administrative support to professional accountants and other financial management personnel. Students are introduced to a variety of accounting topics, including posting transactions to accounts, record-keeping systems, accounting software operation and general accounting principles and practices. The program requires 94.5 quarter credit hours.*
- 2. Associate of Applied Science (A.A.S.) in Business Management: The program is designed to help students develop knowledge and skills that are used by economic enterprises competing in today's global economy. The program offers a foundation in business subjects, with core courses in marketing, finance and management, among others. The program balances these traditional business courses with technology that can help businesses meet their goals and objectives.*
- 3. Associate of Applied Science (A.A.S.) in Criminology and Forensic Technology: The program exposes students to fundamental knowledge and skills utilized in the field of criminology and forensics. This program contains report writing, communications, problem solving and computer coursework designed to help students prepare for entry-level positions in the field of criminal justice.*
- 4. Associate of Applied Science (A.A.S.) in Drafting and Design Technology: The program exposes students to a variety of fundamental skills utilized in entry-level computer-aided drafting (CAD) and design positions. Students are exposed to CAD technologies and conventional drafting methods to produce various designs, working drawings, charts, forms and records. Students will be exposed to both classroom theory and laboratory projects.*
- 5. Associate of Applied Science (A.A.S.) in Electrical Engineering Technology: This program exposes students to a variety of fundamental skills utilized in entry-level electrical and electronics technician positions. Students are exposed to the theory of various electronics and electrical circuitry in a classroom environment and to various techniques and applications in a laboratory environment.*

6. *Associate of Applied Science (A.A.S.) in Graphic Communications Technology: The program prepares students for employment in the technical design and production area of the graphic communication industry.*
7. *Associate of Applied Science (A.A.S.) in Industrial Engineering Technology: This program exposes students to a variety of fundamental skills utilized in entry-level industrial and manufacturing positions. Students will be exposed to various aspects of optimization, human factors, economic analysis, industrial processes, industrial planning procedures, computer applications, and report and presentation preparation.*
8. *Associate of Applied Science (A.A.S.) in Information Technology: Computer Network Systems: The program can help students develop knowledge and skills that they can use to perform tasks associated with maintaining different computer network systems.*
9. *Associate of Applied Science (A.A.S.) in Network Systems Administration: The program can help students develop knowledge and skills that they can use to perform tasks associated with maintaining different computer network systems. Topics in the curriculum, explored through classroom theory and practical applications in a laboratory environment, include network operating systems and network systems design and implementation.*
10. *Associate of Applied Science (A.A.S.) in Software Development: The program is designed to help students develop knowledge and skills that they can use to pursue entry-level positions involving computer software development. The coursework involves a combination of practical programming techniques and problem-solving skills. Areas of study include logical and algorithmic analysis and design, object-oriented programming and relational databases, programming languages and development tools, Web scripting and programming, Web services and applications, software development lifecycles, and business and ethical impacts on software development practices.*
11. *Bachelor of Science (B.S.) in Electrical Engineering and Communications Technology: The program exposes students to fundamental knowledge and skills utilized in entry-level positions in electrical engineering and communications technology. Students will be exposed to a variety of basic electronics and computer principles and technical skills in both theory and practical application in a laboratory environment. Students will explore various topics in electrical circuitry, testing, systems analysis and testing, systems maintenance and report preparation.*
12. *Bachelor of Science (B.S.) in Information Systems and Cybersecurity: The program exposes students to fundamental knowledge and skills utilized in entry-level positions involving information systems and cyber-security. The program introduces students to a variety of topics, such as assessing the security needs of computer and network systems, various computer and network safeguarding solutions, and managing the implementation and maintenance of security devices, systems, procedures and countermeasures.*

13. *Bachelor of Science (B.S.) in Software Development: The program is designed to help students develop knowledge and skills they can use to pursue entry-level positions involving general computer software applications and mobile applications development. The coursework includes a focus on practical programming techniques and problem-solving skills. Areas of study include logical analysis and design, object-oriented programming and relational databases, programming languages and development tools, application development processes and environments, Web scripting and programming, Web services and applications, software development lifecycles, and business and ethical impacts on software development practices.*

14. *Bachelor of Science (B.S.) in Project Management and Administration: The program introduces students to fundamental knowledge and skills utilized in entry-level project management and administration positions. Students will be exposed to a variety of skills relating to planning, organizing, implementing, leading, and controlling the work of a project to meet the goals and objectives of the organization. The program explores various areas of the Project Management Body of Knowledge (PMBOK®).*

*Newly proposed programs:*

1. *Associate of Applied Science (A.A.S.) in Computer and Electronics Systems Technology: This program exposes students to a variety of fundamental skills utilized in entry level computer and electronics systems technology positions. Students are instructed in the theory of various computer and electronics components and systems in a classroom environment, and in various techniques and applications in a laboratory environment.*

2. *Associate of Applied Science (A.A.S.) in Computer Systems Support and Administration: This program exposes students to a variety of fundamental skills utilized in entry-level computer systems support and administration positions. Students will be exposed to various aspects of computing hardware and software, maintenance and monitoring, configuring and supporting systems, IT service management tools and practices, customer service, and computer networks.*

3. *Associate of Applied Science (A.A.S.) in Drafting and Design – Architectural and Civil: This program prepares individuals to apply technical knowledge and skills to develop working drawings and electronic simulations for architectural, civil and related construction projects. Includes instruction in basic construction and structural design, architectural and civil rendering, architectural and civil computer-aided drafting (CAD), layout and designs, architectural and civil blueprint interpretation, building materials, and basic structural wiring diagramming.*

4. *The Bachelor of Science in Construction Engineering Technology provides opportunities for individuals to study and apply basic engineering principles and technical skills in support of engineers, engineering contractors and other professionals engaged in the construction of buildings and related structures. The program includes instruction in basic structural engineering principles and construction techniques, building site inspection, site supervision, construction personnel supervision, plan and specification interpretation, supply logistics and procurement, applicable building codes, and report preparation.*

5. *Certificate in Accounting program exposes students to fundamental knowledge and skills utilized in entry-level accounting. Students will be exposed to a variety of skills used to provide technical administrative support to professional accountants and other financial management personnel. Students are introduced to a variety of accounting topics, including posting transactions to accounts, record-keeping systems, accounting software operation and general accounting principles and practices. The program requires 94.5 quarter credit hours.*
  
6. *Certificate in Drafting and Design Technology: This program exposes students to a variety of fundamental skills utilized in entry-level computer aided-drafting (CAD) and design positions. Students are exposed to CAD technologies and conventional drafting methods to produce various designs, working drawings, charts, forms and records. Students will be exposed to both classroom theory and laboratory projects.*
  
7. *Certificate in Electrical Engineering Technology: This program exposes students to a variety of fundamental skills utilized in entry-level electrical and electronics technician positions. Students are exposed to both theory and laboratory application of various electronics.*
  
8. *Certificate in Network Systems Administration: This program exposes students to a variety of fundamental skills utilized in entry-level computer network systems administration positions. Students will be exposed to various aspects of network hardware and software maintenance and monitoring, Internet systems and segments of network systems.*
  
9. *Certificate in Software Development: This program exposes students to a variety of fundamental skills used in entry-level software development, software analysis and application design positions. Students will be exposed to various aspects of programming, databases, website design and the development of a software product.*

## **La Salle University**

### Out-of-State Initial for offering in partnership with the Regional Training Center (RTC) (Authorized 12/15/2015)

1. *The goal of the La Salle/RTC Master of Education (M.Ed.) is to develop the teacher as a master educator in the classroom and beyond. The program, focused on advanced pedagogy, gives teachers the skills to stimulate and challenge their students to become more actively involved in the learning process, to think critically and problem-solve, to become more creative, to communicate more effectively, and to collaborate as they learn in the 21st-century classroom.*

*As professional educators, teachers in the La Salle/RTC M. Ed. program focus on understanding not only what works in the teaching process but why it works. Meaningful inquiry into the link between theory and practice is built into all of the courses in this 30-credit program, which has the concentration choices that allow the teachers to specialize in their area of interest.*

*Students can choose from one of three concentrations within the La Salle/RTC M.Ed. program including Teaching Strategies for the 21st Century Learner; The Differentiated Classroom; and Building Positive Classroom Communities. Courses for professional development and for the M.Ed. are offered on convenient weekend and weeklong intensive time schedules. Designed to enhance classroom instruction, courses are taught by veteran educators with years of experience in elementary, middle school, and secondary settings. Courses are offered at face-to-face locations, online, and hybrid formats.*

*The areas of concentration (AOCs) each include 18 credit hours:*

*Teaching Strategies for the 21st Century Learner - is designed for the teacher interested in gaining new insights and skills to effectively teach, utilizing strategies and technology to increase academic achievement of P-12 21st century learners.*

*The Differentiated Classroom - is designed for the practitioner interested in gaining new insights and skills to effectively raise academic achievement using strategies to reach a diverse classroom of P-12 learners.*

*Building Positive Classroom Communities - is designed for the practitioner interested in gaining new insights and skills to effectively create a positive and effective learning environment utilizing best practices in classroom management for P-12 learners.*

## **Messiah College**

### Out-of-State Renewal for Multiple Program Offerings (Authorized 12/1/2015)

- 1. Master of Arts in Counseling program and faculty reflect Messiah's reputation for academic excellence. Messiah College's CACREP-accredited M.A. in counseling prepares you to work in a variety of professional settings. Messiah's counseling master's degree and certificate options allow you to achieve work-life balance without sacrificing the advantage of small class sizes and personalized attention from our faculty. The majority of courses are online.*
- 2. Master of Music in Conducting program offers a reputation for academic excellence, online classes, experienced faculty and one of the most technologically advanced learning facilities on the East Coast. Whether you are a public or private school educator, a community or church ensemble director, or a recent music major graduate, the program can help you advance your career as a music educator and deepen your expertise in the specialized field of conducting. The majority of classes are offered online.*

#### *Areas of Concentration*

- Wind Conducting*
- Orchestral Conducting*
- Choral Conducting*

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## **Reformed Theological Seminary**

### Out-of-State Renewal for class offerings (Authorized 10/9/2015)

*Previously approved courses*

HT508 Classics of Personal Devotion: *Devotional writings from the history of the church, as well as from more contemporary Christians, are read and discussed to deepen the student's knowledge of and love for God.*

PT526 Worship: *The purpose of this course is to provide students with the biblical foundations for worship. This course will convince students that gathered worship is legitimate, necessary, important, and should be conducted biblically in both form and content. In addition, the course will address the crucial matters of music, congregational singing, contextualization, "worship styles," and more. The goal is to prepare students to be biblical worshippers, to help others be biblical worshippers, and to be effective leaders in worship.*

OT516 Isaiah-Malachi: *An expository study of the message and times of the prophets that emphasizes the themes day of the Lord, judgment, restoration, promise and fulfillment, Messiah, kingdom, and the new people of God.*

OT508 Genesis-Joshua: *This course takes an expository approach to the major developments in the history of redemption: creation, covenant, promise, and fulfillment of the promises. This portion of the biblical revelation covers the period from Adam and Eve in the Garden of Eden to Israel in the Promised Land.*

*Newly proposed course:*

PT518 Pastoral Ministry: *A study of general pastoral care, biblical and professional standards of ministerial conduct, self-image, etiquette, interpersonal relationships, typical problem areas, and possible pitfalls for pastors. (Part of the RTS Charlotte course includes hospital chaplain experience.)*

## **Strayer University**

### Out-of-State Renewal for Multiple Program Offerings (Authorized 10/23/2015)

1. *Master of Science in Accounting- The primary objective of the Master of Science in Accounting is to provide specialized, graduate level education to persons seeking positions as professional accountants in industry, government, and non-profit organizations. In addition, the Master of Science in Accounting program offers graduates much of the academic background necessary to pursue certification in public accounting (CPA) and management accounting (CMA).*
2. *Master of Business Administration - The Master of Business Administration program offers a broad set of business management tools while also allowing students a choice of concentration in order to tailor their degrees to fit their careers and*

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*learning goals. The program curriculum prepares working professionals to become effective decision makers and managers in a world increasingly affected by globalization, technology, and ethical challenges. It is designed for working professionals from a wide range of backgrounds who wish to advance or enhance their business careers. The Master of Business Administration program is an exciting educational option for students looking to increase their understanding, advance their careers, and expand their opportunities in the world of business.*

3. *Master of Education - The Master of Education provides teachers, training and development professionals, educational practitioners, and others the knowledge and skills to enhance their careers in education, corporate training, curriculum development, instructional technology, or trade education association management. The Master of Education program of study includes courses covering functional areas and critical knowledge in education as well as courses incorporating leadership skills and information technology tools. Upon completion of the program, graduates will be able to apply key concepts and techniques to educational problems and issues. Within this curriculum, students have the option to choose from a concentration in Curriculum, Instruction, and Assessment; Instructional Technology; or Teacher Leadership.*
4. *Master of Science in Human Resource Management – The Master of Science in Human Resource Management program prepares graduates to become leaders in the human resource department of their own organizations. It teaches students to align human resource principles with organizational goals and strategies in order to deliver business results. The program covers key topics such as strategic human resource management, leadership and organizational behavior, ethics, employment law, and human resource information systems.*
5. *Master Science in Information Systems - topics across the technology spectrum coupled with the skills that promote technology leadership and technology-inspired organizational change management. The program emphasizes the application of technology to organizational requirements while fostering communications skills, information literacy, abstract thinking and critical analysis. This program is consistent with the technologies, controls and security practices used and supported by numerous organizations. In order to affirm program currency and relevance the curriculum was designed and aligned with expert guidance along with peer-reviewed curricular body recommendations. Students are*
6. *Master of Health Services Administration - The Master of Health Services Administration provides students with the advanced health care administration competencies needed to excel in careers as health care administrators and other careers related to the business of health care. The program provides students the depth of knowledge required of today's health care professionals coupled with the managerial perspective essential to success. The learning environment enables application of health care administration theory and practice, and a focus of selected concentrations of health care administration. The program is designed to provide students with both current and relevant practices in the industry.*

7. *Master of Public Administration - The Master of Public Administration is the professional degree for people who want to enter public service at the management level or for career professionals currently working in the field of public administration and want to advance their career by obtaining a graduate degree. The academic focus is on developing analytical, conceptual, and practical competencies needed to address the "new public sector".*
8. *Bachelor of Business Administration - The Bachelor of Business Administration prepares graduates for a wide range of managerial positions in business, government, and non-profit organizations. Business Administration students acquire fundamental, practical and professional skills in all phases of business including decision-making and problem-solving capabilities. The program also provides a strong liberal arts component that develops communications skills, information literacy, abstract thinking and critical analysis while fostering historical, political and social awareness.*
9. *Bachelor of Science in Accounting- The principal objectives of the Bachelor of Science in Accounting program are to provide students with a broad, fundamental knowledge of the field, to prepare students for employment in accounting careers, and to provide a strong liberal arts component that develops communications skills, information literacy, abstract thinking and critical analysis and fosters historical, political and social awareness.*
10. *Bachelor of Science in Economics - The primary objectives of the Bachelor of Science in Economics program are to provide the student with a broad and fundamental knowledge of economic principles and policies, as well as a strong liberal arts component that develops communications skills, information literacy, abstract thinking and critical analysis and fosters historical, political and social awareness.*
11. *Bachelor of Science in Information Systems - The Bachelor of Science in Information Systems program is designed to provide students the skills to design, manage and secure computing systems and processes to help organizations achieve their operational and strategic goals. Students will be exposed to a broad range of information systems courses that align with professional curricular body requirements. The program emphasizes technology communications skills, information literacy, abstract thinking and critical analysis designed to foster a richer understanding and application of the course material. This program is consistent with the technologies and practices used and supported by numerous organizations in support of technology management organizational systems, technical planning and security.*
12. *Bachelor of Science in Information Technology- The Bachelor of Science in Information Technology program provides students with the skills, knowledge, and proficiency to support, troubleshoot, and design key elements of the Information Technology infrastructure — from websites to networks — in organizations ranging from business and government to health care, and many more. Students will be exposed to the essential skills needed to support the tactical technical operations of today's global companies, as well as the insight and critical thinking required to*

*analyze and effectively deploy forward-looking technologies. Graduates from the BSIT possess a strong combination of technical skills, knowledge and practical, hands-on expertise to support an organization's technology infrastructure and the people who use it.*

- 13. Bachelor of Science in International Business - The Bachelor of Science in International Business program is designed to provide a new generation of professionals in the public and private sectors with an understanding of international business, marketing, finance, and trade around the globe, and to provide a strong liberal arts component that develops communications skills, information literacy, abstract thinking and critical analysis and fosters historical, political and social awareness. Students majoring in international business will be taught to analyze policy and manage business opportunities in today's increasingly integrated world economy. Courses emphasize fundamental business skills while employing contemporary case studies of global corporations.*
- 14. Associate of Arts in Accounting- This program prepares an accounting student for entry-level positions in business or accounting. The program is intended to provide students with a broad fundamental knowledge of the field.*
- 15. Associate of Arts in Acquisition and Contract Management - The Associate in Arts in Acquisition and Contract Management program is designed to provide current and relevant knowledge of contract management principles and policies. The program prepares students for careers in contract management positions in the corporate world and government agencies.*
- 16. Associate of Arts in Business Administration - The Associate in Arts in Business Administration program is designed to provide the latest information and technology in the field of management to prepare students for careers in business and government.*
- 17. Associate of Arts in Economics - The Associate in Arts in Economics program is designed to provide current and relevant knowledge of economic principles and policies. It prepares students for careers in financial institutions, the corporate world, and government agencies.*
- 18. Associate of Arts in Information Systems- The Associate in Arts in Information Systems program is designed to prepare students for supporting organizational technology processes. This program allows the student to explore current information systems concepts to gain a technical awareness of their organizational significance.*
- 19. Associate of Arts in Information Technology - The Associate in Arts in Information Technology program is designed to prepare students for the technologies required to support organizational processes. This program allows the student to explore state of the art information technology systems and concepts in order to gain a broader awareness of the competencies and skills required to support such systems.*

20. *Associate of Arts in Marketing - The marketing program seeks to prepare the student for careers in all aspects of marketing, from the small sole proprietorship to the large corporation. The graduate of the associate in arts program may apply all the credits earned toward a Bachelor of Business Administration.*
21. *Executive Graduate Certificate in Business Administration – The Executive Graduate Certificate in Business Administration program was designed for mid- and senior level managers, professional and technical specialists, and individuals seeking career changes or increased job opportunities. The curriculum encompasses the knowledge and skills needed in pertinent professional areas. Persons interested should possess at least a bachelor’s degree in a related field.*
22. *Undergraduate Certificate in Business Administration - The Undergraduate Certificate in Business Administration program is designed for individuals seeking skills to enhance their present careers or to pursue new ones. Students planning to pursue an undergraduate degree sometime in the future will benefit from this certificate. By focusing on professional areas, this program is a way for busy professionals to remain current and develop new skills. Courses provide exposure to processes and procedures in contracting, e-commerce, and developing and running a business. Within this curriculum, students have the option of picking an emphasis in Acquisition and Contract Management, Entrepreneurship, or Management.*
23. *Diploma in Acquisitions and Contract Management- Strayer University’s programs in acquisition and contract management are designed to provide current and relevant knowledge of contract management principles and policies. The programs prepare students for careers in contract management positions in the corporate world and government agencies.*

## **University of Phoenix**

*Out-of-State Renewal for Multiple Program Offerings (Authorized 10/14/2015)*  
*University of Phoenix successfully completed the teach out at the Rockville and Timonium locations in January 2015, with the sites being deactivated prior to the close of the current authorization period of August 31, 2015. The projected end date for the Beltsville location is September 2016. The University has sent notification that it has ceased new enrollments at the Columbia site as of August 6, 2015, and has moved to teach-out status. The institution has requested a five year approval, which is recommended based on the closure of the Beltsville teach out location and the anticipated closure of the Columbia site. Any final approval will inform that the University must submit for approval the proposed teach out site for the Columbia campus.*

*Previously approved programs*

*There have been no changes to the programs since they were initially approved. University of Phoenix is authorized to offer the following programs:*

*Columbia campus (Teach-out)*

1. *Bachelor of Science (B.S.) in Business*
2. *Bachelor of Science (B.S.) in Information Technology*
3. *Master of Business Administration (M.B.A.)*
  - *Master of Business Administration (M.B.A.) in E-Business*
  - *Master of Business Administration (M.B.A.) in Global Management*
  - *Master of Business Administration (M.B.A.) in Technology Management*

*Beltsville campus (Teach-out)*

1. *Bachelor of Science (B.S.) in Business*
2. *Bachelor of Science (B.S.) in Information Technology*
3. *Master of Business Administration (M.B.A.)*
  - *Master of Business Administration (M.B.A.) in E-Business*
  - *Master of Business Administration (M.B.A.) in Global Management*
  - *Master of Business Administration (M.B.A.) in Technology Management*

***University of St. Augustine for Health Sciences***

*Out-of-State Renewal for Multiple Program Offerings (Authorized 11/3/2015)*

*University of St. Augustine for Health Sciences (Augustine) has submitted a renewal application to continue to offer its previously approved programs. Augustine is accredited by the WASC Senior College and University Commission, the Distance Education Accrediting Commission (formerly the Accrediting Commission of the Distance Education and Training Council), and holds specialized accreditation from the Accreditation Council for Occupational Therapy Education and the Commission on Accreditation in Physical Therapy Education. Augustine is a private for profit institution based out of California that is registered as a foreign corporation in the State of Maryland.*

*University of St. Augustine for Health Sciences seeks continued approval for the programs listed below.*

1. *Doctor of Physical Therapy*
2. *Master of Occupational Therapy*
3. *Master of Orthopaedic Assistant*

***Walden University***

*Out-of-State Renewal for Multiple Program Offerings (Authorized 11/13/2015)*

*There have been no changes to the programs since they were initially approved. Walden is currently authorized to offer the following programs:*

1. *Doctor of Nursing Practice*
2. *Master of Science in Nursing*
  - *Adult-Gerontology Nurse Practitioner*
  - *Adult Gerontology Acute Care Nurse Practitioner*
  - *Family Nurse Practitioner*

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- *Leadership and Management*
  - *Nursing Education*
  - *Nursing Informatics*
3. *Master of Science in Clinical Psychology*
  4. *Master of Science in Forensic Psychology*
  5. *Master of Science in Mental Health Counseling*
  6. *Master of Science in Marriage, Couple and Family Counseling*
  7. *Master of Science in Addictions Counseling*
  8. *Master of Science in Career Counseling*
  9. *Master of Social Work*
  10. *Ph.D. in Counselor Education and Supervision*
  11. *Master of Public Health*
  12. *Master of Science in Health Informatics*
  13. *Master of Healthcare Administration*
  14. *Master of Science in Clinical Research Administration*
  15. *Education Specialist in Educational Leadership and Administration: Principal Preparation*
  16. *Master of Arts in Teaching: Teacher Preparation*
  17. *Special Education Certificate*
  18. *Bachelor of Science in Interdisciplinary Studies*
  19. *Master of Science in School Counseling*
  20. *Master of Science in Education: Educational Leadership and Administration*
  21. *Postbaccalaureate Certificate (P.B.C.) in K-12 Reading*

## OUT-OF-STATE ONLINE REGISTRATIONS

### Academy of Art University (66 programs)

Program Title	Award
Advertising	A.A.
Advertising	B.F.A.
Advertising	M.F.A.
Animation and Visual Effects	A.A.
Animation and Visual Effects	B.F.A.
Animation and Visual Effects	M.F.A.
Architecture	B.F.A.
Architecture	MArch - Track 1
Architecture	MArch - Track 2
Art Education	B.F.A.
Art Education	M.A 1
Art Education	M.A Studio Emph.
Art History	B.F.A.
Art History	M.A
Fashion	A.A.
Fashion	B.F.A.
Fashion	M.F.A.
Fashion Journalism	A.A.
Fashion Journalism	B.A.
Fashion Journalism	M.A
Fashion Styling	A.A.
Fashion Styling	B.F.A.
Fine Art	A.A.
Fine Art	B.F.A.
Fine Art	M.F.A.
Game Design	A.A.
Game Design	B.F.A.
Game Design	M.F.A.
Graphic Design	A.A.
Graphic Design	B.F.A.
Graphic Design	M.F.A.
Illustration	A.A.
Illustration	B.F.A.
Illustration	M.F.A.
Industrial Design	A.A.
Industrial Design	B.F.A.

<b>Program Title</b>	<b>Award</b>
Industrial Design	M.F.A.
Interior Architecture and Design	A.A.
Interior Architecture and Design	B.F.A.
Interior Architecture and Design	M.F.A.
Jewelry and Metal Arts	A.A.
Jewelry and Metal Arts	B.F.A.
Jewelry and Metal Arts	M.F.A.
Landscape Architecture	A.A.
Landscape Architecture	B.F.A.
Landscape Architecture	M.F.A. 1
Landscape Architecture	M.F.A. 2
Motion Pictures and Television	A.A.
Motion Pictures and Television	B.F.A.
Motion Pictures and Television	M.F.A.
Multimedia Communications	B.A.
Multimedia Communications	M.A.
Music for Visual Media	A.A.
Music for Visual Media	B.F.A.
Music for Visual Media	M.F.A.
Photography	A.A.
Photography	B.F.A.
Photography	M.F.A.
Visual Development	A.A.
Visual Development	B.F.A.
Visual Development	M.F.A.
Web Design New Media	A.A.
Web Design New Media	B.F.A.
Web Design New Media	M.F.A.
Writing for Film, Television, and Digital Media	B.F.A.
Writing for Film, Television, and Digital Media	M.F.A.

**American Academy McAllister Institute of Funeral Service (1 program)**

<b>Program Title</b>	<b>Award</b>
Funeral/Mortuary Science	A.O.S.

## American Public University System (113 programs)

<b>Program Title</b>	<b>Award</b>
Business Administration	A.A.
Communication	A.A.
Counter-Terrorism Studies	A.A.
Criminal Justice	A.A.
Early Childhood Care & Education	A.A.
General Studies	A.A.
History	A.A.
Hospitality	A.A.
Management	A.A.
Military History	A.A.
Real Estate Studies	A.A.
Retail Management	A.A.
Weapons of Mass Destruction Preparedness	A.A.
Accounting	A.S.
Computer Applications	A.S.
DataB.A.se Application Development	A.S.
Explosive Ordnance Disposal	A.S.
Fire Science	A.S.
Paralegal Studies	A.S.
Public Health	A.S.
Web Publishing	A.S.
Health Sciences	A.A.S
Business Administration	BB.A.
Human Development and Family Studies	B.A.
Criminal Justice	B.A.
Emergency and Disaster Management	B.A.
English	B.A.
Entrepreneurship	B.A.
General Studies	B.A.
History	B.A.
Homeland Security	B.A.
Hospitality Management	B.A.
Intelligence Studies	B.A.
International Relations	B.A.
Management	B.A.
Marketing	B.A.
Middle Eastern Studies	B.A.
Military History	B.A.

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**American Public University System (continued)**

<b>Program Title</b>	<b>Award</b>
Military Management and Program Acquisition	B.A.
Philosophy	B.A.
Political Science	B.A.
Psychology	B.A.
Religion	B.A.
Retail Management	B.A.
Reverse Logistics Management	B.A.
Security Management	B.A.
Sociology	B.A.
Transportation Logistics Management	B.A.
Accounting	B.S.
Criminal Justice- Forensics	B.S.
Cybersecurity	B.S.
Environmental Science	B.S.
Fire Science Management	B.S.
Information Systems Security	B.S.
Information Technology	B.S.
Information Technology Management	B.S.
Legal Studies	B.S.
Mathematics	B.S.
Nursing- RN to B.S.N	B.S.
Public Health	B.S.
Space Studies	B.S.
Sports and Health Sciences	B.S.
Sports Management	B.S.
Cloud Computing	CERT
Computer Systems and Networks	CERT
Corrections Management	CERT
Counter-Intelligence	CERT
Cybercrime Essentials	CERT
Cybersecurity	CERT
Digital Forensics	CERT
E-Commerce	CERT
Enterprise Web Applications	CERT
Enterprise Web Applications .NET	CERT
Environmental Technology	CERT
Explosive Ordnance Disposal	CERT

**American Public University System (continued)**

<b>Program Title</b>	<b>Award</b>
Family Studies	CERT
Fire Science	CERT
Fish and Wildlife Management	CERT
Forensics	CERT
Hazardous Waste Management	CERT
Homeland Security	CERT
Human Resource Management	CERT
Infant and Toddler Care	CERT
Information Security Planning	CERT
Information Systems Security Essentials	CERT
Instructional Design and Delivery	CERT
Intelligence Analysis	CERT
Internet Webmaster	CERT
IT Infrastructure Security	CERT
IT Project Management Essentials	CERT
Law Enforcement Leadership	CERT
Meeting and Event Planning	CERT
Microsoft Access DataB.A.se Applications	CERT
Microsoft Office Applications	CERT
Military Leadership Studies	CERT
Mobile Computing	CERT
Paralegal Studies	CERT
Public Lands Management	CERT
Real Estate Management	CERT
Regional and Community Planning	CERT
Restaurant Operations	CERT
Retail Management	CERT
Security Management	CERT
Space Studies	CERT
Strategic Leadership	CERT
Sustainability	CERT
Terrorism Studies	CERT
United Nations	CERT
Visual Basic Application Development	CERT
Visual Communications	CERT
Weapons of Mass Destruction Preparedness	CERT
WEB 2.0	CERT

### Asbury Theological Seminary (14 programs)

Program Title	Award
Church Planting	M.A.
Biblical Studies	M.A.
Theological Studies	M.A.
Aging and Spirituality	M.A.
Intercultural Studies	M.A.
Marriage and Family Counseling	M.A.
Mental Health Counseling	M.A.
Pastoral Counseling	M.A.
Spiritual Formation	M.A.
Christian Studies	CERT
Christian Education	CERT
Aging and Spirituality	CERT
Youth and Ministry	CERT
Leadership Development	CERT

### Belhaven University (37 programs)

Program	Award
General Studies	A.A
Business Administration	A.A.
Biblical Studies	A.A
Christian Ministry	A.A
Applied Psychology	B.A.
Biblical Studies	B.A.
Interdisciplinary Studies	B.A.
Social Services	B.A.
Social Services with Christian Ministry	B.A.
Business Administration	B.B.A.
Health Administration	B.H.A.
Accounting	B.S.
Management	B.S.M.
Management with Criminal Justice	B.S.M.
Accounting	CERT
Biblical Studies	CERT
Biblical Ministry	CERT
Health Administration	CERT
Human Resources	CERT
Sports Administration	CERT
Leadership	CERT

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**Belhaven University (continued)**

<b>Program</b>	<b>Award</b>
Masters of Business Administration	M.B.A.
Master of Business Administration with Health Administration	M.B.A.
Master of Business Administration with Human Resources	M.B.A.
Master of Business Administration with Leadership	M.B.A.
Master of Business Administration with Sports Administration	M.B.A.
Master of Education, Educational Technology	M.Ed.
Master of Education, National Board	M.Ed.
Master of Education, Reading Literacy	M.Ed.
Master of Education, Teacher A.S. Leader	M.Ed.
Master of Health Administration	M.H.A.
Master of Public Administration	M.P.A.
Master of Public Administration with Human Resources	M.P.A.
Master of Sports Administration	M.S.A.
Master of Science in Leadership	M.S.
Master of Science in Leadership with Human Resources	M.S.
Master of Science in Leadership with Ministry	M.S.

**Benedictine University (17 programs)**

<b>Program Title</b>	<b>Award</b>
Business Administration	A.A.
Business Administration	M.A.
Higher Education and Organizational Change	Ed.D.
Human Resource Management	CERT
Leadership	M.S.
Management	B.A.
Management and Organizational Behavior	M.S.
Marketing Management	CERT
Nursing	M.S.
Nutrition and Wellness	M.S.
Organizational Leadership	B.A.
Public Health	M.A.
Reading and Literacy	M.Ed.
Health Management & Policy	CERT
Emergency Preparedness	CERT
Health Education & Promotion	CERT
Epidemiology	CERT

**Berkeley College NJ (21 programs)**

<b>Program Title</b>	<b>Award</b>
Business Administration - Accounting	A.A.S.
Business Administration - Management	A.A.S.
Business Administration - Management	B.B.A.
Fashion Merchandising and Management	A.A.S.
Fashion Merchandising and Management with Minor in International Business	B.B.A.
Fashion Merchandising and Management	B.B.A.
Financial Services	A.A.S.
General Business	B.B.A.
Health Services Administration	A.A.S.
Health Services Administration - Medical Insurance, Billing and Coding	A.A.S.
Health Services Management	B.B.A.
Information Technology	A.A.S.
International Business	A.A.S.
International Business	A.S.
International Business	B.B.A.
Justice Studies - Criminal Justice	A.A.S.
Justice Studies - Criminal Justice	B.S.
Legal Studies	A.A.S.
Legal Studies	B.S.
Marketing Communications	A.A.S.
Marketing Communications	B.B.A.

**Bob Jones University (5 programs)**

<b>Program Title</b>	<b>Award</b>
Music Education	M.M.E.
Biblical Counseling	M.A.
Teaching and Learning	M.Ed.
Educational Leadership	M.S.
Biblical Studies	M.A.

**Boise State University (18 programs)**

<b>Program Title</b>	<b>Award</b>
Respiratory Care (RRT to B.S.)	B.S.
Nursing (RN to B.S.)	B.S.
Educational Technology	M.E.T.

**Boise State University (continued)**

<b>Program Title</b>	<b>Award</b>
Educational Technology	M.S.
Organizational Performance and Workplace Learning	M.S.
Master of Business Administration	M.B.A.
Technology Integration	G.Cert
Online Teaching	G.Cert
School Technology Coordination	G.Cert
Workplace E-Learning and Performance Support	G.Cert
Workplace Performance Improvement	G.Cert
Workplace Instructional Design	G.Cert
Doctor of Education in Educational Technology	Ed.D.
Doctor of Nursing Practice	D.N.P.
Multidisciplinary Studies	B.A.
Criminal Justice Victim Services	G.Cert
Healthcare Simulation	G.Cert
Imaging Sciences (ARRT to B.S.) Degree Completion	B.S.

**Boston University (36 programs)**

<b>Program Title</b>	<b>Award</b>
Music Education	M.M.
Music Education	D.M.A.
Music Education	G.CERT
Art Education	M.A.
Undergraduate Degree Completion Program	B.L.S.
Criminal Justice	M.C.J.
Mechanical Engineering	M.Eng
Banking & Financial Services Management	M.S.
Business Continuity, Security & Risk Management	M.S.
International Marketing Management	M.S.
Insurance Management	M.S.
Project Management	M.S.
Health Communication	M.S.
Computer Information Systems	M.S.
Taxation	L.L.M.
Occupational Therapy	O.T.D.
Advanced Information Technology	G.CERT
Clinical Investigation	G.CERT
Computer Networks	G.CERT
DataB.A.se Management & Business Intelligence	G.CERT

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**Boston University (continued)**

<b>Program Title</b>	<b>Award</b>
Health Informatics	G.CERT
Information Security	G.CERT
Information Technology	G.CERT
Information Technology Project Management	G.CERT
International Marketing	G.CERT
Project Management	G.CERT
Risk Management & Organizational Continuity	G.CERT
Web Application Development	G.CERT
Engineering Innovation	G.CERT
Product Design	G.CERT
Energy and Sustainability	G.CERT
Certificate in Micro-Electro-Mechanical Systems (MEMS)	G.CERT
Data Analytics	G.CERT
Energy and Sustainability	G.CERT
Doctor of Ministry	D.Min

**Bryant & Stratton College (29 programs)**

<b>Program Title</b>	<b>Award</b>
Health Services Administration	B.S.
Health Services Administration	A.A.S.
Medical Administrative Assistant	A.A.S.
Medical Reimbursement & Coding	A.A.S.
Interactive Media Design	A.A.S.
Accounting	B.B.A.
General Management	B.B.A.
Accounting	A.A.S.
Business	A.A.S.
Hospitality Management	A.A.S.
Human Resources Specialist	A.A.S.
Financial Services	B.S.
Financial Support Services	A.A.S.
Mobile Applications Development	A.A.S.
Networking Technology	A.A.S.
Office Management	A.A.S.

**Bryant & Stratton College (continued)**

<b>Program Title</b>	<b>Award</b>
Security Technology	A.A.S.
Criminal Justice	B.S.
Justice Studies	A.A.S.
Criminal Justice	A.A.S.
Paralegal Studies	A.A.S.
Human and Social Services	A.A.S.
Graphic Design	A.A.S.
General Management - Financial Services	B.B.A.
General Management - Office Information Technology	B.B.A.
Office Management	B.S.

**California Intercontinental University (7 programs)**

<b>Program Title</b>	<b>Award</b>
General Studies	A.A.
Business Administration	A.A.
Information Technology	A.A.
Business Administration (Business Administration, Healthcare Administration, Internet Marketing and Entrepreneurship)	BB.A.
Engineering in Information Technology (IT Project Management, Internet Marketing and Entrepreneurship)	BB.A.
Management Information Systems	B.S.
Business Administration (Entrepreneurship and Business Management, Global Business and Leadership, Healthcare Management and Leadership, Information Systems and Enterprise Resource Management)	DB.A.

**California University of Pennsylvania (21 programs)**

<b>Program Title</b>	<b>Award</b>
Jurisprudence, Land Management Conc.	B.A.
Jurisprudence, Legal Studies Conc.	B.A.
RN to B.S.N, Nursing	B.S.N.
Sport Management Studies, Wellness & Fitness Conc.	B.S.
Exercise Science & Health Promotion, Performance Enhancement & Injury Prevention	M.S.
Exercise Science & Health Promotion, Rehabilitation Sciences	M.S.

**California University of Pennsylvania (continued)**

<b>Program Title</b>	<b>Award</b>
Exercise Science & Health Promotion, Sport Psychology	M.S.
Exercise Science & Health Promotion, Wellness & Fitness	M.S.
Exercise Science & Health Promotion, Wellness Coaching	M.S.
Sport Management Studies, Intercollegiate Athletic Administration	M.S.
Sport Management Studies, Sports Counseling	M.S.
Teacher Education, Early Childhood Education	M.Ed.
Teacher Education English A.S. a Second Language	M.Ed.
Teacher Education, Science, Technology, Engineering & Math (STEM)	M.Ed.
Technology Education	M.Ed.
Legal Studies, Criminal Justice	M.S.
Legal Studies, Homeland Security	M.S.
Legal Studies, Law & Public Policy	M.S.
Business Administration, Entrepreneurship	M.B.A.
Land Management	CERT
Sports Counseling	CERT

**Carlow University (20 programs)**

<b>Program Title</b>	<b>Award</b>
Autism Spectrum Disorders Endorsement Cert (Graduate)	G.CERT
Autism Spectrum Disorders Endorsement Cert (Undergraduate)	CERT
Education/special education (pk-8) Specialization	MED
Education/special education (7-12) Specialization	MED
Alcohol and Drug Counseling Certificate	G.CERT
Business Administration/Business / Leadership and Mgmt. spec	MB.A.
Business Administration/Business / Fraud and Forensic spec	MB.A.
Business Administration Business / Healthcare Management spec	MB.A.
Business Administration Business / Project Management spec	MB.A.
Fraud and Forensic	M.S.
Leadership for High Performance Learning	M.S.
Leadership for High Performance Learning/PA Principal (K-12) Cert	M.S.
Teaching for High Perf Learning/Middle Level Cert Prep	M.Ed.
Teaching for High Perf Learning/Secondary Educ Cert Prep	M.Ed.
Teaching for High Performance Learning	M.Ed.
Nursing RN to B.S.N	B.S.N.

**Carlow University (continued)**

<b>Program Title</b>	<b>Award</b>
Nursing	M.B.A.
Professional Counseling Certificate	G.CERT
Master of Science in Nursing & MB.A.	M.S.N.
Nursing Leadership / Education	M.S.N.
Nursing Practice	D.N.P.

**Case Western Reserve University (1 program)**

<b>Program Title</b>	<b>Award</b>
Social Administration	M.S.S.A.

**Central Christian College (of Kansas) (6 programs)**

<b>Program Title</b>	<b>Award</b>
Criminal Justice	B.S.
Healthcare Administration	B.S.
Business Administration - Healthcare Administration	B.B.A.
Organizational Leadership	B.S.
Ministry - Ministry Leadership	B.S.
Psychology	B.S.

**Chamberlain College of Nursing (3 programs)**

<b>Program Title</b>	<b>Award</b>
RN to B.S.N Degree Completion Option	B.S.N.
Nursing Education	G.C.
Nursing Informatics	G.C.

**Clarion University (28 programs)**

<b>Program Title</b>	<b>Award</b>
Criminal Justice Administration	A.S.
Arts and Science	A.A.
Allied Health	A.S.
Business Administration	A.S.
Early Childhood	A.S.
Liberal Studies	B.S.
Sociology/Psychology	B.A.
Business Administration-Accounting	B.S.

**Clarion University (continued)**

<b>Program Title</b>	<b>Award</b>
Business Administration-Management	B.S.
Business Administration-Real Estate	B.S.
Nursing	B.S.
Allied Health Leadership	B.S.
Medical Imaging	B.S.
Technology Leadership	B.App.Sci.
Criminal Justice Administration	B.S.
English	B.A.
Curriculum & Instruction	M.Ed.
Early Childhood	M.Ed.
Technology	M.Ed.
Mathematics	M.Ed.
Science	M.Ed.
Reading	M.Ed.
Library Science	M.S.
Nursing	M.S.
Business Administration	M.B.A.
Mass Media Arts and Journalism	M.S.
Rehabilitative Science	M.S.
Doctor of Nursing Practice	DNP

**Colorado Christian University (23 programs)**

<b>Program Title</b>	<b>Award</b>
Biblical Studies	A.A.
Business Administration	A.S.
Communication Studies	A.A.
Criminal Justice	A.S.
General Studies	A.A.
Health Care Administration	A.S.
Psychology	A.S.
Accounting	B.S.
Biblical Studies	B.A.
Business Administration	B.S.
Communication Studies	B.A.
Computer Information Technology	B.S.
Criminal Justice	B.S.
Health Care Administration	B.S.

**Colorado Christian University (continued)**

<b>Program Title</b>	<b>Award</b>
Information Systems Management	B.S.
RN to B.S.N	B.S.N.
Organizational Management- Christian Leadership	B.S.
Organizational Management- Human Resources	B.S.
Organizational Management- Project Management	B.S.
Psychology	B.S.
Business Administration	M.B.A.
Curriculum and Instruction	M.A.C.I.
Organizational Leadership	M.O.L.

**Columbia College (50 programs)**

<b>Program Title</b>	<b>Award</b>
Crime Scene Investigation	CERT
Human Resource Management	CERT
Management	CERT
Marketing Management	CERT
Associate in Arts	A.A.
General Studies	AGS
Business Administration	A.S.
Computer Information Systems	A.S.
Criminal Justice Administration	A.S.
Environmental Studies	A.S.
Human Services	A.S.
American Studies	B.A.
Business Administration	B.A.
Business Administration-Accounting	B.A.
Business Administration-Entrepreneurship	B.A.
Business Administration-Finance	B.A.
Business Administration-Healthcare Management	B.A.
Business Administration-Human Resource Management	B.A.
Business Administration-International Business	B.A.
Business Administration-Marketing	B.A.
Business Administration-Management	B.A.
Business Administration-Sports Management	B.A.
Criminal Justice Administration	B.A.
English	B.A.
General Studies	BGS

**Columbia College (continued)**

<b>Program Title</b>	<b>Award</b>
History	B.A.
Human Services	B.A.
Political Science	B.A.
Psychology	B.A.
Public Administration	B.A.
Sociology	B.A.
Business Administration	B.S.
Business Administration-Accounting	B.S.
Business Administration-Entrepreneurship	B.S.
Business Administration-Finance	B.S.
Business Administration-Healthcare Management	B.S.
Business Administration-Human Resource Management	B.S.
Business Administration-International Business	B.S.
Business Administration-Marketing	B.S.
Business Administration-Management	B.S.
Business Administration-Sports Management	B.S.
Computer Information Systems	B.S.
Management Information Systems	B.S.
Nursing	B.S.
Teaching	M.A.
Business Administration	MB.A.
Business Administration-Accounting	MB.A.
Business Administration-Human Resource Management	MB.A.
Educational Leadership	M.Ed
Criminal Justice	M.S.

**Concordia University – Portland (3 programs)**

<b>Program Title</b>	<b>Award</b>
Business Administration	MB.A.
Education	M.Ed.
Education	Ed.D.

### Concordia University – Nebraska (16 programs)

Program Title	Award
Curriculum and Instruction	M.Ed.
School Administration	M.Ed.
Special Education	M.Ed.
Early Childhood	M.Ed.
Literacy	M.Ed.
TESOL	M.Ed.
Family Life	M.S.
Professional Studies	B.A.
Gerontology	M.S.
Human Services	M.H.S.
Public Health	M.P.H.
Nursing (RN to B.S.N)	B.S.N.
Business Administration	M.B.A.
Business Administration	B.A.
Computer Science	M.S.C.S.
Healthcare Administration	M.H.A.

### Cowley County Community College (41 programs)

Program Title	Award
Accounting	A.A.
Accounting Clerk	A.A.S.
Agribusiness	A.A.
Applied Technologies	A.G.S.
Business Administration	A.A.
Business Admin Technology (Administrative Office Management)	A.A.S.
Business Administrative Technology (Legal Office Assistant)	A.A.S.
Business Administrative Technology: Legal Office Assistant	CERT
Business Administrative Technology: Legal Office Support	CERT
Business Administrative Technology: Office Careers	CERT
Computer Information Science	A.A.
Computer Science	A.S.
Creative Writing	A.A.
Education - Elementary & Early Childhood	A.A.

**Cowley County Community College (continued)**

<b>Program Title</b>	<b>Award</b>
Education/Secondary	A.A.
English	A.A.
Entrepreneurship And Business Leadership	A.A.S.
Equine Management	A.G.S.
Health Services Management And Community Development	A.A.
History	A.A.
Hotel & Restaurant Management	A.A.
Instructional Technology & Design	A.G.S.
Law (Pre)	A.A.
Leadership (Ems Emphasis)	A.G.S.
Leadership (General)	A.G.S.
Leadership (Health)	A.A.S.
Liberal Arts	A.A.
Management Information Systems	A.A.
Medical Coding	A.A.S.
Medical Coding	CERT
Medical Office Support	CERT
Medical Transcription	A.A.S.
Medical Transcription	CERT
Nondestructive Testing Technology	A.A.S.
Paraprofessional Educator	A.A.
Political Science	A.A.
Psychology	A.A.
Religion	A.A.
Social Work	A.A.
Sociology	A.A.
Sports Management/Sports Administration	A.A.

**Davis College (2 programs)**

<b>Program Title</b>	<b>Award</b>
Bible and Theology	A.A.S.
One-Year Bible	CERT

### Duquesne University (15 programs)

Program Title	Award
Instructional Technology	M.S.Ed.
Nursing	D.N.P.
Nursing- Forensic Nursing	M.S.N.
Nursing- Family Nurse Practitioner	M.S.N.
Nursing- Nursing Education	M.S.N.
Nursing	Ph.D.
Family Nurse Practitioner	P.M.
Forensic Nursing	P.M.
Nursing- RN to B.S.N	B.S.N.
Professional Communication	B.A.
Behavioral Science	B.S.
Computer Systems Technology	B.S.
Organizational Leadership	B.S.
Humane Leadership	B.S.
Leadership	M.S.

### ECPI University (12 programs)

Program Title	Award
Information Systems	M.S.
Cyber Security	M.S.
Computer and Information Systems (Cloud Computing, DataB.A.se Programming, Healthcare IT, and Network Security)	B.S.
Electronics Engineering Technology (EET and Mechatronics)	B.S.
Business Administration (Business Management, IT Management, Hospitality Management, and Accounting)	B.S.
Criminal Justice (Homeland Security and Criminal Justice)	B.S.
Computer and Information Systems (DataB.A.se Programming and Network Security)	A.S.
Electronics Engineering Technology	A.S.
Health Science (Healthcare Administration)	B.S.
Nursing (RN to B.S.N degree completion)	B.S.
Nursing	M.S.
Business Administration	B.S.

**Emporia State University (17 programs)**

<b>Program Title</b>	<b>Award</b>
Accountancy	MACC
Business Administration	MB.A.
Business Education	M.S.
Curriculum & Instruction	M.S.
Early Childhood Unified	M.S.
Educational Administration Pre-K-12	M.S.
Health, Physical Education & Recreation	M.S.
History	M.A
Informatics - Nursing	M.S.
Instructional Specialist	M.S.
Instructional Design & Technology	M.S.
Mathematics	M.S.
Physical Science - Earth Science	M.S.
Rehabilitation Counseling	M.S.
Special Education	M.S.
TESOL	M.A
Teaching	MED

**Everest University South Orlando (16 programs)**

<b>Program Title</b>	<b>Award</b>
Accounting	A.S.
Applied Management	A.S.
Business	A.S.
Computer Information Science	A.S.
Criminal Investigations	A.S.
Criminal Justice	A.S.
Homeland Security	A.S.
Paralegal	A.S.
Accounting	B.S
Applied Management	B.S
Business	B.S
Computer Information Science	B.S
Criminal Justice	B.S
Homeland Security	B.S
Paralegal	B.S
Business	M.B.A

**Excelsior College (49 programs)**

<b>Program Title</b>	<b>Award</b>
Administrative/Management Studies	A.A.S.
Nursing	A.A.S.
Technical Studies	A.A.S.
Arts	A.A.
Science	A.S.
Business	A.S.
Nursing	A.S.
Technology	A.S.
History	B.A.
Humanities	B.A.
Liberal Arts	B.A.
Psychology	B.A.
Business and Management	B.P.S.
Technology Management	B.P.S.
Business	B.S.
Business Administration (B.S.B to MB.A.)	M.B.A.
Criminal Justice	B.S.
Cyber Operations	B.S.
Electrical Engineering Technology	B.S.
Health Care Management	B.S.
Health Care Management to Master of Business Administration	B.S. to M.B.A.
Health Sciences	B.S.
History	B.S.
Information Technology	B.S.
Information Technology to Master of Business Administration	B.S. to MB.A.
Information Technology to Master of Science in Cybersecurity	B.S. to M.S.
Liberal Arts	B.S.
Military Studies	B.S.
Natural Sciences	B.S.
Nuclear Engineering Technology	B.S.
Nuclear Engineering Technology to Master of Business Administration	B.S.NET to MB.A.
Nursing	B.S.
Psychology	B.S.
Social Sciences	B.S.
Technology	B.S.
Cybersecurity Management	G.CERT

**Excelsior College (continued)**

<b>Program Title</b>	<b>Award</b>
Health Care Informatics	G.CERT
Nursing Leadership and Administration of Health Care Systems	G.CERT
Liberal Studies	M.A.
Business Administration	M.B.A.
Public Administration	M.P.A.
Criminal Justice	M.S.
Cybersecurity	M.S.
Health Sciences	M.S.
Management	M.S.
Nursing with a Specialization in: Nursing Informatics, Nursing Leadership and Administration of Health Care Systems, or Nursing Education	M.S.
Nursing Education	CERT
Nursing (Nursing Informatics, Nursing Leadership and Administration of Health Care Systems, or Nursing Education)	R.N. to M.S.
Cybersecurity	CERT

**Fairleigh Dickinson University (12 programs)**

<b>Program Title</b>	<b>Award</b>
Electrical Engineering	M.S.E.E.
Clinical Psychopharmacology	M.S.
Administrative Science	M.A.S.
Homeland Security	M.S.
Student Services Administration	M.A.S.S.A.
Individualized Studies	B.A.I.S.
Creative Writing	M.F.A.
Creative Writing and Literature	M.A.
Liberal Arts	A.A.
Nursing: Education	M.S.
Service Innovation and Leadership	M.S.
Sports Administration	M.S.

**Ferris State University (28 programs)**

<b>Program Title</b>	<b>Award</b>
Allied Health Science	B.S.
Automotive Management	B.S.
Business Administration	B.S.
Business Administration	M.B.A.

**Ferris State University (continued)**

<b>Program Title</b>	<b>Award</b>
Dental Hygiene	B.S.
Health Information Management	B.S.
HVACR Engineering Technology and Energy	B.S.
Integrative Studies BIS	B.I.S.
Nuclear Medicine Technology	B.S.
Nursing RN to B.S.N	B.S.
Nursing	M.S.N.
Advanced Studies in Management Tools	G.CERT
Advanced Studies in Project Management	G.CERT
Business to Business Marketing	CERT
Facility Management	CERT
Geographic Information Systems	CERT
Gerontology	CERT
Human Resource Management	CERT
International Business	CERT
Leadership and Supervision	CERT
Nursing Education	CERT
Professional Ecommerce Marketing	CERT
Project Management	CERT
Small Business Management	CERT
Direct Marketing	CERT
Ecommerce Marketing	CERT
Vascular Ultrasound	CERT
Lean Healthcare	CERT

**Full Sail University (44 programs)**

<b>Program Title</b>	<b>Award</b>
Audio Production	A.S.
Computer Animation	A.S.
Creative Writing for Entertainment	A.S.
Digital Cinematography	A.S.
Entertainment Business	A.S.
Game Art	A.S.
Game Design	A.S.
Graphic Design	A.S.
Internet Marketing	A.S.
Media Communications	A.S.
Mobile Development	A.S.

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**Full Sail University (continued)**

<b>Program Title</b>	<b>Award</b>
Music Business	A.S.
Music Production	A.S.
Sports Marketing & Media	A.S.
Web Design & Development	A.S.
Audio Production	B.S.
Computer Animation	B.S.
Creative Writing for Entertainment	B.F.A.
Digital Cinematography	B.S.
Entertainment Business	B.S.
Game Art	B.S.
Game Design	B.S.
Graphic Design	B.S.
Internet Marketing	B.S.
Media Communications	B.S.
Mobile Development	B.S.
Music Business	B.S.
Music Production	B.S.
Sports Marketing & Media	B.S.
Web Design & Development	B.S.
Business Intelligence	M.S.
Creative Writing	M.F.A.
Entertainment Business	M.S.
Entertainment Business-Sports Management Track	M.S.
Innovation & Entrepreneurship	M.S.
Instructional Design & Technology	M.S.
Internet Marketing	M.S.
Media Design	M.F.A.
Mobile Gaming	M.S.
New Media Journalism	M.A.
Public Relations	M.A.
Instructional Design & Technology	G.CERT
Internet Marketing	G.CERT
Media Communications	CERT

## Georgetown University (28 programs)

Program Title	Award
Taxation	L.L.M.
Securities and Financial Regulation	L.L.M.
State and Local Taxation	CERT
International Taxation	CERT
Taxation	M.S.L.
Biohazardous Threat Agents & Emerging Infectious Diseases	CERT
Clinical and Translational Research	CERT
Clinical and Translational Research	M.S.
Technology Management	M.P.S.
Real Estate	M.P.S.
Human Resources	M.P.S.
Hospitality Management	M.P.S.
Sports Industry Management	M.P.S.
Systems Engineering Management	M.P.S.
Urban and Regional Planning	M.P.S.
Journalism	M.P.S.
Public Relations and Corporate Communications	M.P.S.
Integrated Marketing Communications	M.P.S.
Global Strategic Communications	M.P.S.
Liberal Studies	B.A.
Project Management	CERT
International Business Management	CERT
Digital Marketing	CERT
Social Media Management	CERT
Finance	M.S.
Health Systems Administration	M.S.
Doctor of Nursing Practice	D.N.P.
Business Administration	A.S.
Criminal Justice	A.S.
Psychology	A.S.
Social Work	A.S.
General Studies	A.S.
English	A.S.
Communication	A.S.
Foreign Language	A.S.
History	A.S.
Philosophy	A.S.
Political Science	A.S.

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**Grace College and Seminary (10 programs)**

<b>Program Title</b>	<b>Award</b>
Business Administration	B.S.
General Studies	B.S.
Human Services	B.S.
Management	B.S.
Ministry Studies	M.A.
Athletic Administration	M.S.
Business Administration	M.B.A.
Education	M.Ed.
Higher Education	M.S.
Nonprofit Management	M.S.

**Harrison College (20 programs)**

<b>Program Title</b>	<b>Award</b>
Accounting	A.A.S.
Accounting	B.S.
Administrative Assistant	A.A.S.
Business Management	A.A.S.
Business Management	B.S.
Hospitality Management	B.S.
Human Resources	A.A.S.
Human Resources	B.S.
Logistics	A.A.S.
Logistics	A.S.
Criminal Justice	A.A.S.
Criminal Justice	B.S.
Paralegal	A.A.S.
Health Care Management	B.S.
Medical Office Assistant	CERT
Medical Reimbursement Technology	A.A.S.
RN to B.S.N	B.S.
Help Desk Technician	CERT
Information Technology	B.S.
Network Administration	A.A.S.

**Huntington College of Health Sciences (4 programs)**

Program Title	Award
Associate of Science in Applied Nutrition	A.S.
Bachelor of Health Science in Nutrition	B.H.S.
Master of Science in Nutrition	M.S.
Doctor of Health Science in Integrative Healthcare	D.H.S.

**Illinois State University (10 programs)**

Program Title	Award
RN to B.S.N	B.S.
Registered Health Information Technicians	B.S.
M.S. in Technology	M.S.
M.S. in Chemistry Education	M.S.
School Librarianship	PBC
M.S. in Nursing	M.S.
Family Nurse Practitioner	PMC
Ph.D. in Nursing	Ph.D
Ph.D. in Educational Administration	Ph.D
Ed.D. in Educational Administration	Ed.D

**Indiana Institute of Technology (5 programs)**

Program Title	Award
General Studies	A.S.
Criminal Justice	B.S.
Business Administration	B.S.
Business Administration	MB.A.
Global Leadership	PhD

**Indiana Wesleyan University (112 programs)**

Program Title	Award
Accounting	A.S.
Business	A.S.
Criminal Justice	A.S.
General Studies	A.S.
Christian Ministries	A.S.
Computer Information Technology	A.S.
Criminal Justice	B.S.
Human Services	B.S.

**Indiana Wesleyan University (continued)**

<b>Program Title</b>	<b>Award</b>
Biblical Studies	B.S.
General Studies	B.S.
Business Administration	B.S.
Business Administration- HR	B.S.
Management	B.S.
Management- HR	B.S.
Information Systems	B.S.
Marketing	B.S.
Accounting	B.S.
Nursing RN to B.S.N	B.S.N
Curriculum & Instruction	M.Ed.
English A.S. a New Language	M.Ed.
High Ability Education	M.Ed.
Special Education	M.Ed.
Executive Management	MB.A.
International Business	MB.A.
Accounting	M.S.
Management	MB.A.
Health Care Admin	MB.A.
Public Affairs-Health Care	MPA
Management	M.S.
Human Resources Management	M.S.
Public Affairs-Criminal Justice	MPA
Nursing Administration	M.S.
Nursing Education	M.S.
Nursing Business Administration	M.S.
Nursing Business Administration	MB.A.
Ministerial Leadership	M.A
Youth & Family Leadership	M.A
Divinity	M.Div
Organizational Leadership	M.A
Organizational Leadership	Ed.D
Nursing Practice	DNP
General Studies	CERT
Communications	CERT
Religious Studies	CERT
Criminal Studies	CERT
Human Services	CERT

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**Indiana Wesleyan University (continued)**

<b>Program Title</b>	<b>Award</b>
Parish Nursing	CERT
Health Care Administration	G.CERT
Accounting	G.CERT
Human Resources Management	G.CERT
Paralegal Studies	A.S.
Early Childhood Education	A.S.
Health Care Admin	B.S.
Accounting	M.S.
Public Affairs- Human Resources	MPA
Practical Theology	MPTTh
ASN- MSN	MSN
Accounting	A.S.
Business	A.S.
Criminal Justice	A.S.
General Studies	A.S.
Christian Ministries	A.S.
Computer Information Technology	A.S.
Criminal Justice	B.S.
Human Services	B.S.
Biblical Studies	B.S.
General Studies	B.S.
Business Administration	B.S.
Business Administration- HR Specialization	B.S.
Management	B.S.
Management- HR Specialization	B.S.
Information Systems	B.S.
Marketing	B.S.
Accounting	B.S.
Nursing RN to B.S.N	B.S.N
Curriculum & Instruction	M.Ed.
English A.S. a New Language	M.Ed.
High Ability Education	M.Ed.
Special Education	M.Ed.
Executive Management	MB.A.
International Business	MB.A.
Accounting	M.S.
Management	MB.A.
Health Care Administration	MB.A.

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**Indiana Wesleyan University (continued)**

<b>Program Title</b>	<b>Award</b>
Public Affairs Health Care Management	MPA
Human Resources Management	M.S.
Public Affairs- Criminal Justice	MPA
Nursing Administration	M.S.
Nursing Education	M.S.
Nursing/Business Administration	M.S.
Nursing/Business Administration	MB.A.
Ministerial Leadership	M.A
Youth & Family Ministry	M.A
Divinity	M.Div.
Organizational Leadership	M.A
Organizational Leadership	Ed.D.
Nursing Practice	D.N.P.
General Studies	CERT
Communications	CERT
Religious Studies	CERT
Criminal Justice	CERT
Human Services	CERT
Parish Nursing	CERT
Health Care Admin	G.CERT
Accounting	G.CERT
Human Resources Management	G.CERT
Paralegal Studies	A.S.
Early Childhood Education	A.S.
Paralegal Studies-Human Resources	MPA
Practical Theology	MPTTh
ASN to MSN	MSN

**International Sports Sciences Association (8 programs)**

<b>Program Title</b>	<b>Award</b>
Exercise Science	A.S.
Fitness Trainer	CERT
Specialist in Fitness Nutrition	CERT
Specialist in Exercise Therapy	CERT
Specialist in Senior Fitness	CERT
Specialist in Strength and Conditioning	CERT
Youth Fitness Trainer	CERT
Specialist in Sports Nutrition	CERT

**Kansas State University (64 programs)**

<b>Program Title</b>	<b>Award</b>
Animal Sciences and Industry	B.S.
Dietetics	B.S.
Early Childhood Education	B.S.
Family Studies and Human Services	B.S.
Food Science and Industry: Food Business and Operations Management Option	B.S.
General Business	B.S.
Interdisciplinary Social Science	B.S.
Nutrition and Health	B.S.
Technology Management	B.S.
Academic Advising	M.S.
Adult and Continuing Education	M.S.
Agribusiness	M.S.
Agricultural Education and Communication	M.S.
Business Administration - Professional MB.A.	MB.A.
Chemical Engineering	M.S.
Civil Engineering	M.S.
Community Development	M.S.
Curriculum and Instruction (six areas of specialization)	M.S.
Dietetics	M.S.
Educational Leadership	M.S.
Electrical Engineering	M.S.
Engineering Management	M.S.
Family and Community Services	M.S.
Food Science	M.S.
Gerontology	M.S.
Mechanical Engineering	M.S.

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**Kansas State University (continued)**

<b>Program Title</b>	<b>Award</b>
Merchandising - Apparel and Textiles	M.S.
Nuclear Engineering	M.S.
Operations Research	M.S.
Personal Financial Planning	M.S.
Psychology (I/O emphasis)	MIOP
Software Engineering	M.S.
Youth Development	M.S.
Personal Financial Planning	PhD
Bakery Science	Minor
Feed Science	Minor
Grain Handling Operations	Minor
Nuclear Engineering	Minor
Academic Advising	G.CERT
Adult Learning	G.CERT
Advanced Horticulture	G.CERT
Applied Statistics	G.CERT
Biobased Products and Bioenergy	G.CERT
Business Administration	G.CERT
Conflict Resolution	G.CERT
Conflict Resolution	G.CERT
English A.S. a Second Language Endorsement	G.CERT
Financial Therapy	G.CERT
Food Safety & Defense	G.CERT
Food Science	CERT
Functional Special Education Endorsement	G.CERT
Gerontology	G.CERT
Grassland Management	G.CERT
Horticulture Therapy	G.CERT
Nonviolence Studies	CERT
Online Course Design	CERT
Organizational Leadership	G.CERT
Personal Financial Planning	G.CERT
Primary Texts	G.CERT
Public Administration	G.CERT
Reading Specialist Endorsement	G.CERT
Teaching English A.S. a Second Language	G.CERT
Transportation Engineering	G.CERT
Youth Development	G.CERT

**Lake Erie College of Osteopathic Medicine (1 program)**

<b>Program Title</b>	<b>Award</b>
Health Services Administration	M.H.S.A.

**Lesley University (19 programs)**

<b>Program Title</b>	<b>Award</b>
Autism	CERT
Emerging Technologies	CERT
Individually Designed Program for Educators	M.Ed
Internet and Society	CERT
Literacy for the K-8 Classroom	CERT
Mathematics Education (1-8)	CERT
Navigating our Digital World	CERT
Online Teaching	CERT
Science in Education (1-8)	CERT
Special Education	CERT
TESOL	CERT
Psychology	B.A.
Business Management	B.S.
Advanced Teaching Practices	M.Ed
Curriculum & Instruction: Elementary Ed. Generalist	M.Ed
Educational Technology	M.Ed
Language and Literacy	M.Ed
Mathematics in Education (K-8)	M.Ed
Science in Education (1-8)	M.Ed

**Lindenwood University (11 programs)**

<b>Program Title</b>	<b>Award</b>
Criminal Justice	B.A.
General Studies	B.A.
Business	B.A.
RN to B.S.N	B.S.N.
Business	M.B.A.
Public Administration	M.A.
Nonprofit Administration	M.A.
Education Technology	M.A.
Leadership	M.A.
Writing	M.F.A.
Gifted Education K-12	M.A.

**Linfield College (15 programs)**

<b>Program Title</b>	<b>Award</b>
Accounting	B.A.
Business Information Systems	B.A.
International Business	B.S.
Management	B.A.
Marketing	B.A.
RN to B.S.N (Nursing)	B.S.N.
Computer Information Systems	Certificate
Global Health	Certificate
Health Administration	Certificate
Human Resources Management	Certificate
Marketing	Certificate
Post Baccalaureate Accounting	Certificate
Business Information Systems	B.S.
Management	B.S.
Marketing	B.S.

**Lock Haven University (3 programs)**

<b>Program Title</b>	<b>Award</b>
Health Science	M.H.S.
Sport Science	M.S.
RN to B.S.N	B.S.N.

**Luther Rice University (9 programs)**

<b>Program Title</b>	<b>Award</b>
Religion	B.A.
Apologetics	M.A.
Biblical Counseling	M.A.
Christian Studies	M.A.
Leadership	M.A.
Ministry	M.A.
Ministry	M.Div.
Languages	M.Div.
Ministry	D.Min.

**Mansfield University (11 programs)**

<b>Program Title</b>	<b>Award</b>
Computer Information System	A.S.
Criminal Justice Administration	A.S.
Art History	B.A.
Liberal Studies	B.A.
Nursing	B.S.N.
Organizational Leadership	M.A.
Nutrition	M.S.
Nursing	M.S.N.
School Library & Information Technologies	M.E.D.
Special Education	M.E.D.
Music Education	M.A.

**Massachusetts College of Pharmacy and Health Sciences University (26 programs)**

<b>Program Title</b>	<b>Award</b>
Health Sciences	B.S.
Diagnostic Medical Sonography	B.S.
Diagnostic Medical Sonography, Echocardiology	B.S.
Diagnostic Medical Sonography, Vascular Sonography	B.S.
B.S.HS/Post baccalaureate B.S.N Dual Degree	B.S.N.
Dental Hygiene	B.S.D.H.
Advanced Study in Nursing	CERT
Oral Health Professions Education	G.CERT
Medication Safety	CERT
Health Policy	G.CERT
Regulatory Affairs	G.CERT
Medical Imaging (MRI)	CERT
Doctor of Health Science	D.HS
Post-Baccalaureate Doctor of Pharmacy Pathway	D.PH
Clinical Research	M.C.R.
Healthcare Administration	M.H.A.
Health Science	M.H.S.
Public Health	M.P.H.
Patient Safety	M.P.S.
Science Bridge for AD Dental Hygienists	M.S.

**Massachusetts College of Pharmacy and Health Sciences University (continued)**

<b>Program Title</b>	<b>Award</b>
Dental Hygiene	M.S.
Regulatory Affairs and Health Policy	M.S.
ADN to MSN Nursing Teaching & Learning	M.S.N.
Nursing Teaching & Learning	M.S.N.
Nursing, Family Nurse Practitioner	M.S.N.
ADN to MSN Nursing, Family Nurse Practitioner	M.S.N.

**McKinley College (11 programs)**

<b>Program Title</b>	<b>Award</b>
Accounting	A.A.S.
Business Management	A.A.S.
eCommerce	A.A.S.
Entrepreneurship	A.A.S.
Fashion Merchandising	A.A.S.
Financial Services Management	A.A.S.
Health Information Technology	A.A.S.
Human Resources	A.A.S.
Marketing	A.A.S.
Medical Specialties	A.A.S.
Social Work	A.A.S.

**National American University (26 programs)**

<b>Program Title</b>	<b>Award</b>
Accounting	A.A.S.
Accounting	B.S.
Healthcare Coding	Diploma
Health Information Technology	A.A.S.
Medical Administrative Assistant	A.A.S.
Medical Staff Services Mgmt	A.A.S.
Business Administration	A.A.S.
Business Administration	B.S.
Business Logistics	A.A.S.
Management	A.A.S.

**National American University (continued)**

<b>Program Title</b>	<b>Award</b>
Management	B.S.
Small Business Mgmt	A.A.S
Criminal Justice	A.A.S
Criminal Justice	B.S.
Health and Beauty Mgmt	A.A.S
Healthcare Mgmt	B.S.
Applied Information Technology	A.A.S
Computer Security	A.A.S
Computer Support Specialist	Diploma
Electronic Health Record Support Specialist	A.A.S
Information Technology	A.A.S
Information Technology	B.S.
MCITP Network Management	Diploma
Network and Server Administrator	Diploma
Nursing Online RN to B.S.N	B.S.
Organizational Leadership	B.S.

**New England College of Business and Finance (12 programs)**

<b>Program Title</b>	<b>Award</b>
Business Administration	A.S.
Business Administration	B.S.
Digital Marketing	B.S.
International Business	B.S.
Accounting and Finance	CERT
Accounting and Finance	CERT
Digital Marketing Certificate	CERT
Business Administration	M.B.A.
Business Ethics and Compliance	M.S.
Finance	M.S.
Human Resource Management	M.H.R.M.
Healthcare Management	M.H.M.

**New School (13 programs)**

<b>Program Title</b>	<b>Award</b>
Fashion Business	CERT
Graphic & Digital Design	CERT
Screenwriting	CERT
Design Business	G.CERT
Media Management	G.CERT
Graphic Design	A.A.S.
Fashion Marketing	A.A.S.
Liberal Arts	B.A.
Liberal Arts	B.S.
Media Studies	M.A.
Teaching English to Speakers of Other Languages	M.A.
Media Management	M.S.
Strategic Design Management	M.S.

**Northeastern University (42 programs)**

<b>Program Title</b>	<b>Award</b>
English	B.S.
Environmental Studies	B.S.
Finance and Accounting Management	B.S.
Health Management	B.S.
History	B.S.
Human Services	B.S.
Information Technology	B.S.
Leadership	B.S.
Liberal Arts with a Business Major	B.S.
Liberal Studies	B.S.
Management	B.S.
Nursing (RN to B.S.N)	B.S.N.
Operations Technology	B.S.
Organizational Communication	B.S.
Political Science	B.S.
Psychology	B.A.
Public Affairs	B.S.
Sociology	B.S.

**Northeastern University (continued)**

<b>Program Title</b>	<b>Award</b>
Technical Communications	B.S.
Project Management	M.S.
Health Informatics	M.S.
Education	M.Ed.
Leadership	M.S.
Sports Leadership	M.S.L.
Master of Business Administration	M.B.A.
Finance	M.S.
Taxation	M.S.
Doctor of Physical Therapy	D.P.T.
Information Assurance	M.S.
Public Administration	M.P.A.
Regulatory Affairs for Drugs, Biologics, and Medical Devices	M.S.
Criminal Justice	M.S.
Non-Profit Management	M.S.
Applied Nutrition	M.S.
Corporate and Organizational Communication	M.S.
Technical Communications	M.S.
Geographic Information Technology	M.P.S.
Informatics	M.P.S.
Human Services	M.S.
Global Studies and International Affairs	M.S.
Regulatory Affairs for Drugs, Biologics, and Medical Devices	M.S.
Doctor of Education	Ed.D.

**Nova Southeastern University (67 programs)**

<b>Program Title</b>	<b>Award</b>
Education	Ed.D.
Educational Research & Evaluation	Ph.D.
Speech-Language Pathology	SLP.D.
BrainSMART Brain-Based Teaching	Ed.S.
Education* (degree-only/non-certification specializations)	Ed.S.
Teaching & Learning	M.A.
BrainSMART® Brain-Based Teaching	M.S.

**Nova Southeastern University (continued)**

<b>Program Title</b>	<b>Award</b>
Education* (degree-only/non-certification specializations)	M.S.
Instructional Design & Diversity Education	M.S.
Instructional Technology & Distance Education	M.S.
Leadership	M.S.
Early Childhood Education	A.A.
Forensic Psychology	M.S.
General Psychology	M.S.
Health Science	MHSc.
Health Science	DHSc
Health Science	BHSc
Health Science	PhD
Doctor of Philosophy, PT	PhD
Doctor of Philosophy, OT	PhD
Transition Doctor of Physical Therapy	DPT
Doctor of Occupational Therapy	DrOT
Master of Science in Clinical Vision Research	M.S.
Master of Accounting	MACC
Master of Business Administration	M.B.A.
Master of International Business Administration	M.I.B.A.
Master of Science in Leadership	M.S./L
Master of Science in Human Resource Management	M.S./HRM
Master of Taxation	MTAX
Developmental Disabilities	M.S.
Gerontology	M.A
Criminal Justice	Ph.D.
Child Protection	MHS
Criminal Justice	M.S.
Computer Information Systems	M.S.
Computer Science	M.S.
Information Security	M.S.
Information Technology	M.S.
Information Technology in Education	M.S.
Management Information Systems	M.S.
Information Systems	Ph.D.
Computer Science	Ph.D.

**Nova Southeastern University (continued)**

<b>Program Title</b>	<b>Award</b>
Computer Information Systems	Ph.D.
Computer Technology in Education	Ph.D.
Conflict Analysis and Resolution	M.S.
Conflict Analysis and Resolution	Ph.D.
College Student Affairs	M.S.
Master of Arts in Cross-Disciplinary Studies	M.A.
National Security Affairs	M.S.
Education Law	M.S.
Employment law	M.S.
Health Law	M.S.
Coastal Zone Management	M.S.
Marine and Coastal Studies	M.A.
Finance	B.S.
Management Information Systems	B.S.
Marketing	B.S.
Business Administration	B.S.B.A.
Business Administration	B.B.A
Taxation	M.Tax
Public Health	MPH
Speech-Language Pathology	M.S.
Respiratory Therapy	B.S.
Biomedical Informatics	MSBI
Counseling	M.S.
Nursing (R.N. to B.S.N.)	B.S.N.
Nursing	Ph.D.

**Oregon State University (47 programs)**

<b>Program Title</b>	<b>Award</b>
Agricultural Sciences	B.S.
Anthropology	B.S.
Anthropology	B.A.
Business Admin, General Bus Option	B.S.
Business Admin, General Bus Option	B.A.
Computer Science Double Degree	B.S.

**Oregon State University (continued)**

<b>Program Title</b>	<b>Award</b>
Economics	B.S.
Economics	B.A.
EnvironmentalEcon&Policy	B.S.
Environmental Sciences	B.S.
Fisheries and Wildlife	B.S.
General Horticulture	B.S.
German	B.A.
HumanDev&FamiySciences	B.S.
Liberal Studies	B.S.
Liberal Studies	B.A.
Natural Resources	B.S.
Political Science	B.S.
Political Science	B.A.
Psychology	B.S.
Psychology	B.A.
Spanish	B.A.
Sociology	B.S.
Sociology	B.A.
Sustainability Double Degree	B.S.
Women, Gender, and Sexuality Studies	B.S.
Women, Gender, and Sexuality Studies	B.A.
Master of Ed in Adult Education	Ed.M.
CommunityCollegeLeadership	Ed.D.
Master of Ed for K-12 Teachers	Ed.M.
Counseling	M.S.
Counseling	Ph.D.
SciOrMathEd-FreeChoiceLearning	M.S.
SciORMathEd-SchoolbasedScience	M.S.
MasterOfEngrInIndustEngineering	M.Eng
Master of Natural Resources	M.S.
Fisheries and Wildlife Administration	M.S.
Radiation Health Physics	M.S.
Master Of HealthPhysicsInRadHlthPhy	M.H.P.
College and University Teaching	G CERT
Fisheries Management	G CERT

**Oregon State University (continued)**

<b>Program Title</b>	<b>Award</b>
Geographic Information Science	G CERT
Public Health	G CERT
Sustainable Natural Resources	G CERT
Urban Forestry	G CERT
Water Conflict Management	G CERT
Wildlife Management	G CERT

**Peirce College (20 programs)**

<b>Program Title</b>	<b>Award</b>
Accounting	B.S.
Business Administration	B.S.
Business Administration	A.S.
Criminal Justice Studies	B.S.
Criminal Justice Studies	A.S.
General Studies	A.A.
Health Information Administration	B.S.
Health Information Technology	A.S.
Healthcare Administration	B.S.
Human Resources Management	B.S.
Information Technology	B.S.
Information Technology	A.S.
Integrated Leadership	B.S.
Legal Studies in Business	B.S.
Medical Coding	C
Organizational Leadership and Management	M.S.
Paralegal Studies	B.S.
Paralegal Studies	A.S.
Paralegal Studies	C
Technology Management	B.S.

**Pinnacle Career Institute (4 programs)**

<b>Program Title</b>	<b>Award</b>
Medical Billing & Coding	AOS
Medical Assistant Technician	AOS
Personal Trainer	AOS
Wind Turbine Technician	AOS

**Pittsburgh Technical Institute (3 programs)**

<b>Program Title</b>	<b>Award</b>
Business Administration: Management	A.S.
Medical Coding	Certificate
Medical Office Administration	A.S.

**Portland State University (17 programs)**

<b>Program Title</b>	<b>Award</b>
Criminology & Criminal Justice	B.A.
Early Childhood Education: Inclusive Education	M.A.
Early Intervention Special Education	M.A.
Curriculum and Instruction	M.A.
Social Work	M.S.W.
Business Administration with a specialization in Management & Leadership	B.A.
Business Administration with a specialization in Supply & Logistics Management	B.A.
Global Supply Chain Management	M.S.
Conflict Resolution	B.A.
Healthcare MB.A.	M.B.A.
Business Administration with a specialization in Management & Leadership	B.S.
Business Administration with a specialization in Supply & Logistics Management	B.S.
Conflict Resolution	B.S.
Curriculum and Instruction	M.S.
Early Intervention Special Education	M.S.
Early Childhood Education: Inclusive Education	M.S.
Criminology & Criminal Justice	B.S.

**Rochester Institute of Technology (28 programs)**

<b>Program Title</b>	<b>Award</b>
Applied Arts and Science	B.S.
Applied Arts and Science	A.A.S
Health Systems Administration	Cert.
Integrated Electronics	Cert.
Microelectronics Manufacturing Engineering	M.E.
Environmental Health & Safety Management	M.S.
Applied Statistics	M.S.
Facility Management	M.S.
Health Systems Administration	M.S.

**Rochester Institute of Technology (continued)**

<b>Program Title</b>	<b>Award</b>
Human Resource Development	M.S.
Human-Computer Interaction	M.S.
Imaging Science	M.S.
Networking and Systems Administration	M.S.
Professional Studies	M.S.
Service Leadership and Innovation	M.S.
Product Development	M.S.
Manufacturing Leadership	M.S.
User Experience Design and Development	Cert.
Applied Statistics	Cert.
Finance in Health Care	Cert.
Lean Six Sigma	Cert.
Network Planning and Design	Cert.
Organizational Learning	Cert.
Project Management	Cert.
Service Systems	Cert.
Training, Design and Assessment	Cert.
Applied Technical Leadership	B.S.
Communication and Digital Media	Cert.

**Rockbridge Seminary (6 programs)**

<b>Program Title</b>	<b>Award</b>
Ministry Leadership	MML
Master of Divinity	MDiv
Doctor of Ministry	Dmin
Information Security Management	M.S.
Information Assurance	D.Sc.
Information Assurance	D.I.A.

**Saint Francis (5 programs)**

<b>Program Title</b>	<b>Award</b>
Health Science	M.H.S.
Medical Science	M.M.S.
Human Resource Management	M.H.R.M.
Health Studies	B.S.
Behavioral Science	B.S.

### Saint Joseph's College of Maine (29 programs)

Program Title	Award
Adult Education & Training	CERT
Health Administration	CERT
Long Term Care Administration	CERT
Catholic School Leadership	CERT
School Leadership	CERT
Catholic Health Leadership	CERT
Theology	CERT
Interdisciplinary	G.CERT
Family Nurse Practitioner	G.CERT
A.S.-Adult Education & Training	A.S
A.S.-Business Administration	A.S.
A.S.-Criminal Justice	A.S.
A.S.-General Studies	ASGS
A.S.-Human Services	ASHS
A.S.-Psychology	ASP
A.S.-Radiologic Science Admin.	ASRSA
B.A.-Theological Studies	B.A.TS
B.S.-General Studies	B.S.GS
B.A.-Health Administration	B.S.HA
B.S.-Long Term Care Admin	B.S.LTCA
B.S.-Radiologic Science Admin	B.S.RSA
B.S.-Business Admin	B.S.B.A.
B.S.-Information Systems	B.S.IS
Master of Arts Pastoral Theology	MAPT
MSN/MB.A.	MSN/MB.A.
MSN/MHA	MSN/MHA
Master of Business Admin	MB.A.
Master of Accountancy	MACC
Master of Health Admin	MHA

### Saint Joseph's University (10 programs)

Program Title	Award
Business Intelligence & Analytics	M.S.
Criminal Justice	M.S.
Financial Services	M.S.
Health Administration	M.S.
Managing Human Capital	M.S.
Executive Food Marketing	M.B.A.

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**Saint Joseph's University (continued)**

<b>Program Title</b>	<b>Award</b>
Business Administration	M.B.A.
Pharmaceutical & Healthcare Management	M.B.A.
Development & Leadership	M.S.
Educational Leadership- General	M.S.

**San Joaquin Valley College (9 programs)**

<b>Program Title</b>	<b>Award</b>
Medical Office Administration	CERT
Medical Billing Specialist	A.S.
Business Administration	CERT
Business Administration	A.S.
Human Resource Administration	CERT
Human Resource Administration	A.S.
Construction Management	A.S.
Health	A.S.
Business	A.S.

**Shippensburg University (3 programs)**

<b>Program Title</b>	<b>Award</b>
Advanced Studies in Business	Certificate
Advanced Supply Chain and Logistics Management	Certificate
Business Administration	MB.A.

**Siena Heights University (4 programs)**

<b>Program Title</b>	<b>Award</b>
Applied Science	B.A.S
Business Administration	BB.A.
Professional Communications	B.A.
Multidisciplinary Studies	B.A.

### Strayer University (28 programs)

Program Title	Award
Accounting	M.S.
Business Administration	M.B.A.
Business Administration	M.B.A.
Education	MED
Information Systems	M.S.
Health Services Administration	MHSA
Public Administration	MPA
Human Resource Management	M.S.
Information Assurance	M.S.
Accounting	G.CERT
Business Administration	G.CERT
Information Systems	G.CERT
Business Administration	BB.A.
Accounting	B.S.
Economics	B.S.
Information Systems	B.S.
Information Technology	B.S.
International Business	B.S.
Accounting	A.A.
Acquisition and Contract Management	A.A.
Business Administration	A.A.
Economics	A.A.
Information Systems	A.A.
Information Technology	A.A.
Marketing	A.A.
Accounting	CERT
Business Administration	CERT
Information Systems	CERT

### The Chicago School of Professional Psychology (17 programs)

Program Title	Award
Forensic Psychology	M.A
Industrial/Organizational Psychology - ARP Track	M.A
Psychology	M.A
Counseling Psychology	M.A
Clinical Mental Health Counseling	M.A
Public Health	MPH
Applied Behavior Analysis	M.S.

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### The Chicago School of Professional Psychology (continued)

Program Title	Award
Counselor Education & Supervision	PhD
International Psychology	PhD
Organization Leadership	PhD
Business Psychology	PhD
Clinical Psychology	PsyD
Psychology	B.A.
Academic Leadership	Certificate
Industrial/Organizational Psychology Generalist	Certificate
Board Certified Behavior Analyst (BCB.A.)	Certificate
Child and Adolescent Psychology	Certificate

### Trident University International (21 programs)

Program Title	Award
Bachelor of Science in Business Administration	B.S.
Bachelor of Science in Health Sciences	B.S.
Bachelor of Science in Information Technology Management	B.S.
Bachelor of Science in Computer Science	B.S.
Bachelor of Science in Human Resource Management	B.S.
Bachelor of Science in Leadership	B.S.
Bachelor of Science in Homeland Security	B.S.
Master of Business Administration: No Concentration Option	M.B.A.
Master of Business Administration	M.B.A.
Master of Arts in Education	M.A.
Master of Science in Health Sciences	M.S.
Master of Science in Health Administration	M.S.
Master of Science in Emergency Disaster Management	M.S.
Master of Science in Information Technology Management	M.S.
Master of Science in Human Resource Management	M.S.
Master of Science in Leadership	M.S.
Master of Science in Homeland Security	M.S.
Doctor of Philosophy in Business Administration	Ph.D
Doctor of Philosophy in Health Sciences	Ph.D
Doctor of Philosophy in Educational Leadership	Ph.D
Doctor of Education in Educational Leadership	Ed.D

**University of Denver Colorado Seminary (30 programs)**

<b>Program Title</b>	<b>Award</b>
Legal Administration	M.S.L.A.
Legal Administration	CERT
Taxation	MT/LLM
Real Estate and the Built Environment	M.S.
Geographic Information Science	M.S.
Geographic Information Science	CERT
Environmental Policy and Management	M.A.S.
Environmental Policy and Management	CERT
Information and Communications Technology	M.A.S.
Information and Communications Technology	CERT
Security Management	M.A.S.
Security Management	CERT
Healthcare Leadership	M.P.S.
Healthcare Leadership	CERT
Leadership and Organization	M.P.S.
Leadership and Organization	Certificate
Organizational and Professional Communication	M.P.S.
Organizational and Professional Communication	Certificate
Strategic Human Resource Management	M.P.S.
Strategic Human Resource Management	Certificate
Arts and Culture	M.L.S.
Arts and Culture	Certificate
Global Affairs	M.L.S.
Communication Arts	B.A.
Global Studies	B.A.
Leadership and Organizational Studies	B.A.
Environmental Studies	B.A.
Informational Technology	B.A.
Global Commerce and Transportation	B.A.
Sport Coaching	M.A.

**University of Fairfax (6 programs)**

<b>Program Title</b>	<b>Award</b>
Ministry Leadership	MML
Master of Divinity	MDiv
Doctor of Ministry	Dmin
Information Security Management	M.S.
Information Assurance	D.Sc.
Information Assurance	D.I.A.

**University of New Haven (3 programs)**

<b>Program Title</b>	<b>Award</b>
Criminal Justice	M.S.
Sports Management	M.S.
Emergency Management	M.S.

**University of Southern California (3 programs)**

<b>Program Title</b>	<b>Award</b>
Public Health	M.P.H.
Applied Psychology	M.A.P.
Organizational Change and Leadership	Ed.D.

**University of St. Augustine (6 programs)**

<b>Program Title</b>	<b>Award</b>
Transitional Doctor of Physical Therapy	DPT
Transitional Doctor of Occupational Therapy	OTD
Doctor of Health Science	DHSc
Doctor of Education	EdD
Master of Orthopaedic Assistant	MOA
Master of Health Science in Athletic Training	MHScAT

**University of St. Francis (7 programs)**

<b>Program Title</b>	<b>Award</b>
Health Care Leadership	B.S.
Business Administration	B.S.
Management	M.S.
Business Administration	MB.A.
Training and Development	M.S.
Teaching and Learning	M.S.
Health Administration	M.S.

**University of the People (4 programs)**

<b>Program Title</b>	<b>Award</b>
Business Administration	A.S.
Business Administration	B.S.
Computer Science	A.S.
Computer Science	B.S.

**University of Wisconsin – Platteville (8 programs)**

<b>Program Title</b>	<b>Award</b>
Criminal Justice	B.S.
Criminal Justice	M.S.
Business Administration	B.S.
Engineering	M.S.
Project Management	M.S.
Distance Education Leadership	M.S.
Integrated Supply Chain Management	M.S.
Organizational Change Leadership	M.S.

**Utica College (11 programs)**

<b>Program Title</b>	<b>Award</b>
Cybersecurity & Information Assurance	B.S.
Criminal Justice: Economic Crime Investigation	B.S.
Nursing	B.S.N.
Financial Crimes Investigation	Certificate
Economic Crime & Fraud Management	MB.A.
Cybersecurity	M.S.
Economic Crime Management	M.S.
Health Care Administration	M.S.
Liberal Studies	M.S.
Post-Professional Transitional DPT	DPT
Health Care Advocacy & Navigation	Certificate

**Villanova University (21 programs)**

<b>Program Title</b>	<b>Award</b>
Master of Science in Civil Engineering	M.S.
Master of Science in Electrical Engineering	M.S.
Master of Science in Mechanical Engineering	M.S.
Master of Science in Sustainable Engineering	M.S.
Master of Science in Water Resources and Environmental Engineering	M.S.
Master of Science in Chemical Engineering	M.S.
Master of Science in Biochemical Engineering	M.S.
Master of Science in Computer Engineering	M.S.
Master of Science in Cybersecurity	M.S.
Doctor of Nursing Practice	DNP
Ph.D in Nursing	Ph.D
RN-B.S.N	R.N. to B.S.N.
Master of Science in Church Management	MSCM
Master of Science in Human Resource Development	MSHRD
Master of Public Administration	MPA
Master of Business Administration	MB.A.
Master of Science in Analytics	MSA
Master of Laws	LLM
Master of Taxation	MT
Bachelor of Arts in Leadership Studies	B.A.

**Villanova University (continued)**

<b>Program Title</b>	<b>Award</b>
Bachelor of Arts in Media & Technology	B.A.

**Virginia College (24 programs)**

<b>Program Title</b>	<b>Award</b>
Accounting Specialist	A.S
Business Administration	A.S
Business Administration	B.S.
Business Administration - Healthcare	M.B.A
Business Administration	M.B.A
Business Administration - Management	M.B.A
Criminal Justice	A.S
Criminal Justice	B.S.
Criminal Justice	M.B.A
Culinary and Pastry Arts	A.S
Cybersecurity	M.B.A
Golf Course Management	B.S.
Health Services Management	B.S.
Healthcare Reimbursement	A.S
Human Resource Management	A.S.
Human Resource Management	B.S.
Management Information Systems	B.S.
Medical Office Administration	A.S.
Network Engineering	A.S.
Network Management	B.S.
Office Administration	A.S.
Paralegal Studies	A.S
Paralegal Studies	B.S.
Private Sector Accounting	B.S.

## Walden University (83 programs)

Program Title	Award
B.S. in Accounting	B.S.
B.S. in Business Administration	B.S.
B.S. in Business Communication	B.S.
B.S. in Child Development	B.S.
B.S. in Communication	B.S.
B.S. in Computer Information Systems	B.S.
B.S. in Criminal Justice	B.S.
B.S. in Educational Studies	B.S.
B.S. in Forensic Psychology	B.S.
B.S. in Health Studies	B.S.
B.S. in Healthcare Management	B.S.
B.S. in Human Services	B.S.
B.S. in Information Technology	B.S.
B.S. in Instructional Design and Technology	B.S.
B.S. in Nursing	B.S.
B.S. in Political Science and Public Administration	B.S.
B.S. in Psychology	B.S.
B.S. in Public Health	B.S.
Doctor of Business Administration	DB.A.
Doctor of Education	EdD
Doctor of Information Technology	DIT
Doctor of Public Health	DrPH
Doctor of Social Work	DSW
EdS in Administrator Leadership for Teaching and Learning	EdS
EdS in Adult Education	EdS
EdS in Assessment, Evaluation, and Accountability	EdS
EdS in College Teaching and Learning	EdS
EdS in Curriculum, Instruction and Professional Development	EdS
EdS in Early Childhood	EdS
EdS in Educational Leadership and Administration	EdS
EdS in Educational Technology	EdS
EdS in Leadership for Social Change	EdS
EdS in Reading and Literacy Leadership	EdS
EdS in Special Education	EdS
EdS in Teacher Leadership	EdS

**MARYLAND HIGHER EDUCATION COMMISSION**

6 N. Liberty Street • 10<sup>th</sup> Floor • Baltimore, MD 21201

T 410.767.3301 • 800.974.0203 • F 410.260.3200 • TTY for the Deaf 800.735.2258 [www.mhec.state.md.us](http://www.mhec.state.md.us)

**Walden University (continued)**

<b>Program Title</b>	<b>Award</b>
Executive Master of Business Administration	EMB.A.
Master of Business Administration	MB.A.
Master of Information Systems Management	Masters
Master of Public Administration	MPH
Master of Public Policy	MPP
Masters in Education- Educational Leadership and Administration	M.S.
M.S. Health Education and Promotion	M.S.
M.S. in Accounting	M.S.
M.S. in Accounting and Management	M.S.
M.S. in Adult Learning	M.S.
M.S. in Communication	M.S.
M.S. in Criminal Justice	M.S.
M.S. in Criminal Justice Leadership and Executive Management	M.S.
M.S. in Early Childhood Studies	M.S.
M.S. in Education	M.S.
M.S. in Education - ELA Track	M.S.
M.S. in Education Accelerated	M.S.
M.S. in Emergency Management	M.S.
M.S. in Health Education and Promotion	M.S.
M.S. in Higher Education	M.S.
M.S. in Human Resource Management	M.S.
M.S. in Human Services	M.S.
M.S. in Industrial / Organizational Psychology	M.S.
M.S. in Information Systems	M.S.
M.S. in Information Technology	M.S.
M.S. in Instructional Design & Technology	M.S.
M.S. in Leadership	M.S.
M.S. in Management	M.S.
M.S. in Marketing	M.S.
M.S. in Nonprofit Management	M.S.
M.S. in Project Management	M.S.
M.S. in Psychology	M.S.
M.S. in School Counseling	M.S.
PhD in Clinical Psychology	PhD
PhD in Counseling Psychology	PhD

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**Walden University (continued)**

<b>Program Title</b>	<b>Award</b>
PhD in Criminal Justice	PhD
PhD in Education (course Based and mixed model)	PhD
PhD in Health Services - Course Based	PhD
PhD in Human Services - Course Based	PhD
PhD in Industrial / Organizational Psychology	PhD
PhD in Management - Course Based	PhD
PhD in Nursing	PhD
PhD in Psychology	PhD
PhD in Psychology - Licensure Tracks	PhD
PhD in Public Health	PhD
PhD in Public Policy and Administration - Course Based	PhD
PhD in Social Work	PhD
Reading Endorsement	Masters/ Endorsement

**West Chester University of Pennsylvania (13 programs)**

<b>Program Title</b>	<b>Award</b>
Nursing Practice	DNP
Public Administration	DPA
Business Administration	MB.A.
Special Education	M.Ed
Early Childhood Education	M.Ed
Public Administration	MPA
Post-Baccalaureate Teacher Cert In Special Ed	CERT
Universal Design & AT	G.CERT
Education Technology	G.CERT
Adapted Physical Education	G.CERT
Business Certificate	G.CERT
Health Care Management Certificate	G.CERT
Geographic Information System (GIS)	G.CERT

## Western Governors University (56 programs)

Program Title	Award
Accounting	B.S.
Business HR Management	B.S.
Business IT Management	B.S.
Business Management	B.S.
Business Marketing Management	B.S.
Sales and Sales Management	B.S.
Health Informatics	B.S.
Information Technology	B.S.
IT Network Administration	B.S.
IT Networks Design and Management	B.S.
IT Security	B.S.
IT Software	B.S.
Software Development	B.S.
Nursing (RN to B.S.N)	B.S.
Mathematics Education (5-12)	M.A.
Mathematics Education (5-9)	M.A.
Mathematics Education (K-6)	M.A.
Science Education (5-9)	M.A.
Science Education (5-12, Bio)	M.A.
Science Education (5-12, Chem)	M.A.
Science Education (5-12, Geo)	M.A.
Science Education (5-12, Physics)	M.A.
Business Administration	M.B.A.
Healthcare Management	M.B.A.
IT Management	M.B.A.
Learning and Technology	M.Ed.
Instructional Design	M.Ed.
Curriculum and Instruction	M.S.
Information Technology Management	M.S.
Information Security and Assurance	M.S.
Management and Leadership	M.S.
Accounting	M.S.
Nursing - Education	M.S.
Nursing - Leadership and Management	M.S.
Nursing Education (RN to MSN)	M.S.

**Western Governors University (continued)**

<b>Program Title</b>	<b>Award</b>
Nursing Education Leadership and Management (RN to MSN)	M.S.
Interdisciplinary Studies	B.A.
Early Childhood Education	B.A.
Mathematics (5-9)	B.A.
Mathematics (5-12)	B.A.
Science (5-9)	B.A.
Biology (5-12)	B.A.
Geosciences (5-12)	B.A.
Chemistry (5-12)	B.A.
Physics (5-12)	B.A.
Special Education (K-12)	B.A.
Elementary Education (K-8)	M.A.T.
English (5-12)	M.A.T.
Mathematics (5-9)	M.A.T.
Mathematics (5-12)	M.A.T.
Science (5-9)	M.A.T.
Science (5-12)	M.A.T.
Social Science (5-12)	M.A.T.
Educational Leadership	M.S.
Special Education (K-12)	M.S.
English Language Learning/English A.S. a Second Language (PreK-12)	M.A.



Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016  
**TO:** Maryland Higher Education Commission  
**FROM:** Geoffrey Newman **STAFF:** Alan Gallegos  
**SUBJECT:** Report on Private Career Schools: Secretary Actions from October 1, 2015, to December 31, 2015.

From October 1, 2015, to December 31, 2015, the Secretary of Higher Education approved 1 new program, 3 changes of location, 1 change of ownership, 4 certificate renewals, and 2 notices of deficiencies.

**I. APPROVAL OF NEW SCHOOLS**  
N/A

**II. NEW PROGRAMS REVIEWED AND APPROVED**

1. Hair Academy II, Inc., Hillcrest Heights, MD 20748 (10/8/2015)  
Professional Barbering – 1200 clock hours

**III. APPROVAL OF CHANGES OF LOCATION**

1. Knowledge First Institute, LLC, 11510 Georgia Avenue, Suite 100, Silver Spring, MD 20902 (10/6/2015)  
Moved from 11510 Georgia Avenue, Ste. 180, Silver Spring, MD 20902 to 11510 Georgia Avenue, Ste. 100, Silver Spring, MD 20902
2. Weichert Real Estate School, d/b/a Weichert Realtors 14955 Shady Grove Road, Suite 300, Rockville, MD 20850 (10/7/2015)  
Moved from 14955 Shady Grove Road, Suite 300, Rockville, MD 20850 to 7200 Wisconsin Avenue, Bethesda, MD 20814
3. The Riser Academies, Inc., d/b/a THE TEMPLE: A Paul Mitchell Partner School, 22 West Church Street, Frederick, MD 21701 (11/3/2015)  
Moved from 22 West Church Street, Frederick, MD 21701 to 22-24 West Church Street, Frederick, MD 21701

**IV. APPROVAL OF NAME CHANGE**  
N/A

**V. APPROVAL OF CHANGE OF OWNERSHIP**

1. Nemo Investor Aggregator, Ltd., Owner to operate Mid-Atlantic Massage Therapy, Inc. 517 Progress Drive, Suites A-L, Linthicum, MD 21090 (10/7/2015)

**VI. APPROVAL OF SEPARATE CLASSROOMS**

N/A

**VII. "OTHER BUSINESS"**

N/A

**VIII. CERTIFICATE RENEWALS**

1. The Greater Baltimore Board of REALTORS, Inc., Lutherville, MD (11/8/15)
2. Drycleaning and Laundry Institute, Inc., Laurel, MD (11/21/15)
3. Institute for Advanced Montessori Studies, Silver Spring, MD (12/21/15)
4. Montgomery Montessori Institute, LLC, Rockville, MD (12/21/15)

**IX. OTHER APPROVALS**

N/A

**X. CEASE AND DESIST ORDERS**

N/A

**XI. NOTICES OF DEFICIENCIES**

1. Maryland Healthcare Training Center, d/b/a Maryland Healthcare Training Center, LLC, Owings Mills, MD 21117, (10/26/15), Applicant has not submitted completed 2015 Online Annual Report Package
2. TLC Nurse Aide Training, Brentwood, MD 20722, (10/26/15), Applicant has not submitted completed 2015 Online Annual Report Package

**XII. PROGRAM APPROVAL WITHDRAWN**

N/A

**XIII. SCHOOL APPROVAL WITHDRAWN**

N/A



Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016

**TO:** Maryland Higher Education Commission

**FROM:** James D. Fielder, Jr., Ph.D.                      **STAFF:** Geoffrey F. Newman  
David S. Beard

**SUBJECT:** Chesapeake College: Farmland Lease to Tim Bishop Pro Farm Service

Chesapeake College has asked the Maryland Higher Education Commission to approve a lease of fifty-five (55) acres of vacant land to Tim Bishop Pro Farm Service for purposes of crop cultivation. The Commission is charged with determining whether the lease is consistent with the original purposes for which the State provided funding. The land was purchased with State approved capital funding.

### Background

According to the Code of Maryland Regulations (COMAR) 13B.07.04.01D, “[a] college may not enter into an agreement to sell, lease, transfer, or otherwise dispose of real property in which the State has participated without prior approval of the Commission and subsequent approval of the Board of Public Works.” Under this regulation, participation is referred to as ‘State financial participation’ as when, for example, the State has provided funding for the acquisition of real property or construction. The regulations do not specify a dollar amount nor do they specify the length of time for the lease in question.

Commission staff concludes that the intent of this provision is to ensure that community college property, where the State has financially participated, is used for the purposes for which the financial participation was provided. As a result, the leasing of such property for uses that deviate from the purposes for which the State provided funding might be prohibited. At the same time, it may be possible to lease property in such a manner that a college’s use of the property, with respect to its intended purposes, is not diminished at all.

### Leasing of Land at Chesapeake College

To facilitate the Commission’s determination as to whether the leasing of the designated land significantly deviates from the original purposes for which the State provided funding, Chesapeake College submitted to the Commission detailed information about the lease and its prior approval by the Commission in December 2012 and subsequent approval by BPW.

Under the agreement, the college leases approximately 55 acres of land to Mr. Bishop, who uses this land for the cultivation of crops. This lease is valued at \$13,696 per year and relieves the College of costs for land maintenance on the property. The Commission staff believes that this renewable, three-year agreement does not impede the College's ability to implement its mission nor does this agreement diminish the intended purpose of the College.

**RECOMMENDATION: It is recommended that the Maryland Higher Education Commission approve the Chesapeake College farmland lease of fifty-five acres to Tim Bishop Pro Farm Services and authorize the Secretary to forward a recommendation to the Office of Real Estate, Department of General Services for review and presentation to the Board of Public Works (BPW) for approval.**



December 11, 2015

Mr. David Beard  
Maryland Higher Education Commission

Re: Maryland Higher Education Commission and  
Board of Public Works  
Lease Approval Request - Farmland Lease

Dear David:

I am requesting the Commission approve the attached Farmland Lease between Chesapeake College and Mr. Tim Bishop and that the Commission formally request approval of the lease from the Board of Public Works through the Department of General Services in accordance with the provision set forth in COMAR 13B.07.04.01D which requires Commission and Board of Public Works approval to lease property acquired through the use of state funds.

On December 3, 2015, the Chesapeake College Board of Trustees approved the lease with Mr. Bishop which was competitively bid, for a three-year term beginning March 21, 2016, renewable for an additional three years at the agreement of both parties. A copy of the RFP, the advertisement and the lease agreement are attached for your review.

This is the same lease agreement that was approved by the Commission in spring of 2013 and subsequently approved by the Board of Public Works. The use of 55 acres of the 170 acres owned by the College does not diminish in any way the College's ability to achieve its mission. In fact, this agreement helps to reduce the land that the College must maintain and therefore, reduces our operating expenses.

Should you have any questions, please feel free to contact me at 410-827-5768 or by email at [tjones@chesapeake.edu](mailto:tjones@chesapeake.edu)

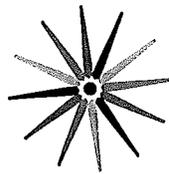
Sincerely,



Tim Jones  
Vice President for Administrative Services

Enclosures

Cc: Mr. Fred Mason III, Maryland Department of General Services



Your time. Your place.  
**Chesapeake College at 50**

December 11, 2015

MHEC  
Attn: Mr. David Beard  
Finance Policy Analyst  
Office of Finance Policy  
6 N. Liberty Street, 10th Floor  
Baltimore, Maryland 21201

RE: Farmland Lease Approval Chesapeake College

Dear Mr. Beard,

Chesapeake College recently solicited per acre pricing for farming the land around the college. The current lease had an option to renew that the current lessor did not initiate so the college put out an RFP.

Please let me know if you should have any questions or concerns. I can be reached at 410-827-5768 or [tjones@chesapeake.edu](mailto:tjones@chesapeake.edu). Thank you.

Sincerely,

Tim Jones  
Vice President for Administrative Services

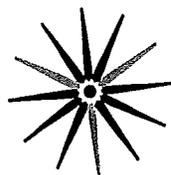


## CONTRACT APPROVAL REQUEST FARMLAND LEASE AWARD

Community College	Chesapeake College	State Project No.	n/a
Project Title	Farmland Lease		
Project Scope Include detailed description of work involved (e.g., siting, new construction, etc.)	Lease to farm 55 acres on Chesapeake College's Wye Mills campus		
Number of bidders	3	#Plans Mailed/Drop	0
Contractor & Address	Tim Bishop		
Contractor Fed. ID No.		Tax Verification #	
Lease Amount	\$249.01/acre per year	Construction Estimate	n/a

CHECKLIST - REQUIRED DGS BACKUP INFORMATION	
x	Executed Lease Agreement
x	Copy of Farmland Lease RFP
x	Letter of recommendation for award from College
x	Copy of advertisement for bids
x	Bid proposal of high bidder
x	Latest campus farm map

**\*\*Requests for DGS Contract Approvals should be sent to DGS, DBM & MHEC**



Your time. Your place.  
**Chesapeake College at 50**

December 11, 2015

Mr. Fred Mason III  
Maryland Department of General Services  
301 West Preston Street, Room 145  
Baltimore, Maryland 21201

Re: Board of Public Works Lease (Land) Approval Request  
Farmland Lease

Dear Fred:

On November 8, 2015, Chesapeake College advertised for interested parties to submit their bids for the lease of approximately 55 acres of tillable farmland located on Chesapeake College's property. The deadline for submittals to the College was 11:00 AM, November 30, 2015.

At 11:00 AM on November 30, 2015, a bid opening was held in the Dorchester Administration Building Room D243. Three sealed bids were received. At the conclusion of the bid opening, all bids were analyzed to insure the high bidder had met all requirements of the bid specifications. Analysis of the per-acre bids resulted in the following distribution of prices:

<b>Interest Party</b>	<b>Amount of Bid</b>
Tim Bishop Pro Farm Service	\$249.01 per acre per year
Mr. Ralph Whaley	\$212.00 per acre per year
Woodbury Farms	\$177.00 per acre per year

Mr. Fred Mason III  
Maryland Department of General Services  
Page 2  
December 11, 2015

On December 3, 2015, Tim Jones, Vice President for Administrative Services presented the final analysis to the college's Board of Trustees and they have authorized the award of the lease to Mr. Tim Bishop Pro Farm Service, pending Board of Public Works approval.

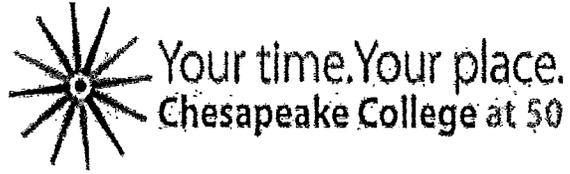
Enclosed you will find all information requested on the Department of General Services checklist. I request the Maryland Department of General Services present the enclosed Farmland Lease to the Board of Public Works for approval during their next 2015/2016 meeting. Thank you for your continued support of Chesapeake College.

Sincerely,

A handwritten signature in black ink, appearing to be 'Tim Jones', written over a horizontal line.

Tim Jones  
Vice President for Administrative Services

Enclosures



CHESAPEAKE COLLEGE

REQUEST PROPOSALS FOR:

# Farmland Lease

DATE: November 8, 2015

FOR INFORMATION, CONTACT:

Karen Smith  
Director of Budget and Procurement  
Chesapeake College  
P.O. Box 8  
Wye Mills, Maryland 21679  
410-827-5816  
ksmith@chesapeake.edu

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## I. SUMMARY PROPOSAL INFORMATION

### A. OBJECTIVE

The objective of this Request for Proposal (RFP) is to solicit sealed proposal letters from qualified sources to establish a three-year lease agreement through competitive negotiations for 55 acres of tillable farmland located within the Chesapeake College campus area bordered by U.S. Route 50 and the State Routes 662 and 213.

The offeror's response, the specifications and terms of this RFP will be incorporated into the lease agreement awarded as a result of this RFP, with the terms and conditions of the standard contract of CHESAPEAKE COLLEGE.

### B. SCHEDULE AND PROCESS FOR SELECTION OF TENANT

The schedule for the proposal letter process is shown below. Dates currently established for selection of Tenant and lease initiation are included. These dates are subject to change as CHESAPEAKE COLLEGE officials deem appropriate and necessary for the proper fulfillment of the intentions of the proposal process.

- November 8, 2015 Advertisement placed in local newspapers and notice of solicitation sent.
- November 16, 2015 Cut-off date for offeror's questions regarding this Request for Proposal not later than 12:00 p.m, in writing either by email ([ksmith@chesapeake.edu](mailto:ksmith@chesapeake.edu)).
- November 30, 2015 11:00 a.m. due date and time for proposals.  
All proposal letters are due to:  
Karen Smith  
Chesapeake College  
Dorchester Administration Building Room D243  
P.O. Box 8  
1000 College Circle  
Wye Mills, Maryland 21679
- November 30, 2015 Review of proposal letters.
- December 3, 2015 Board consideration and approval of the award of lease agreement.
- January/February 2016 Board of Public Works approval of lease
- March 21, 2016 Three-year lease begins

**C. DELIVERY OF PROPOSAL LETTERS**

Proposal letters must be delivered to:

Karen Smith  
Chesapeake College  
Dorchester Administration Building Room D243  
P.O. Box 8  
1000 College Circle  
Wye Mills, Maryland 21679

**D. CLOSING DATE**

In order to be considered, one original bid proposal form, including per-acre payment proposal and one copy of the signed bid affidavit must arrive at CHESAPEAKE COLLEGE by 11:00 a.m. on November 30, 2015. Offerors mailing proposals should allow sufficient mail delivery time to ensure timely receipt by the College. Proposals or unsolicited amendments to proposals arriving after the closing time and date will not be considered. There will be no formal proposal opening. No email or faxed bid proposal forms will be accepted.

**E. QUESTIONS AND INQUIRIES**

Questions and inquiries should be directed to Karen Smith. All such questions and inquiries must be received via email [ksmith@chesapeake.edu](mailto:ksmith@chesapeake.edu) by 12:00 p.m. on November 16, 2015. Any clarification or changes in specifications that may be needed will be posted to the College procurement web page.

**F. DURATION OF PROPOSAL OFFER**

Proposals are to be held valid for 120 days following the closing date for this RFP. This period may be extended by mutual written agreement between the Offeror and CHESAPEAKE COLLEGE.

**G. TERM OF CONTRACT**

This lease agreement shall be for a period of three years, commencing on March 21, 2016 and ending on March 20, 2019, with an option to renew for an additional three years by mutual consent of the College and the Offeror.

**II. USE RESTRICTIONS**

The area covered by this agreement encompasses approximately fifty five acres, and its use is restricted to preparation, cultivation, crop growth and harvest of such crops as are agreed upon between the parties, provided that such acreage along U.S. Route 50 shall be reserved for low-growing crops, unless permission to the contrary is extended in writing on an annual basis by the College. Annual payment to the College shall be on a per-acre basis and due to the College as follows: fifty percent on or before May 15 and remainder by December 15 annually.

**III. TENANT COVENANTS**

A. Tenant covenants with the College to pay the annual rent and further agrees not to assign the lease or let or underlet the whole or any part of the said premises nor make any alteration or

improvement therein without the written consent of the College, nor occupy or use or permit to be used the said premises for any purpose other than those recited in the agreement nor introduce any steps of any extra-hazardous nature, such as crop or grass fire or burning.

- B. Tenant further covenants that at the expiration of the term he/she will quit and surrender the premises so leased in as good a state and condition as at the commencement of this lease.
- C. The leased acreage is to be used by the Tenant solely for the cultivation of crops agreed upon between the College and the Tenant; the raising and keeping of animals and planting and raising of nursery stock are specifically excluded from this agreement.
- D. The College assumes no responsibility for equipment and/or materials which are the property of the Tenant which he may leave on the areas under cultivation, nor shall the area be used by the Tenant as a place of indefinite storage of such equipment or materials during the term of this lease.
- E. Tenant agrees to have soil tested at the outset of the lease and annually thereafter, and to mail a copy of the test results annually to the College. Tenant shall maintain P.H. of soil at approximately 6.5 and phosphorus and potash at medium levels in accordance with the soil test results.
- F. The lease grants no hunting rights to Tenant.
- G. Tenant agrees to maintain close control of noxious weeds including, but not limited to, Johnson grass and to comply with the Johnson grass control program of Queen Anne's County.
- H. Tenant agrees to actively control soil erosion as completely as possible.
- I. Tenant agrees to use sound husbandry practices in all farming operations.
- J. Tenant will see to it that ditches have shovel maintenance and that banks, hedgerows and field perimeters are mowed and brambled at least once each year.
- K. Tenant agrees that no irrigation or use of College wells will be permitted nor may Tenant drill wells on College property.

#### **IV. STANDARD TERMS AND CONDITIONS OF THE LEASE AGREEMENT**

##### **A. TENANT'S DUTIES**

The Tenant shall follow the covenants as outlined herein.

##### **B. RIGHT OF RE-ENTRY**

The parties to the agreement concur that if any of the agreed rent shall be due and unpaid or if default be made in any of the covenants on the part of the Tenant, then it shall be lawful for the College to re-enter, repossess and enjoy the said premises.

**C. INDEMNITY AND INSURANCE**

The successful offeror shall indemnify and save and hold harmless CHESAPEAKE COLLEGE, its Board of Trustees, employees, agents and officials, against any or all loss, cost, damage, claim, expense or liability whatsoever, related to the acts or omissions of the successful offeror with respect to the contract. The indemnification obligation of the successful offeror shall include but not be limited to injuries to individuals and the property of individuals who are not parties to the contract. In addition, the indemnification obligation of the successful offeror shall cover the acts or omissions of any subcontractors hired by the successful offeror. Furthermore, the indemnification obligation of the successful offeror shall survive termination of the contract for any reason.

The successful offeror shall secure, pay the premiums for, and keep in force until the expiration of this contract, and any renewal thereof, adequate insurance as provided below, such insurance to specifically include liability assumed by the contractor under this contract.

- a. Workers Compensation Insurance as required by laws of the State of Maryland.
- b. Commercial General Liability Insurance with limits of not less than:  
\$1,000,000 each occurrence; \$2,000,000 aggregate
- c. If automotive equipment is used in the operation, Automobile Liability Insurance with limits of not less than: \$500,000 each accident

Each of the above policies with the exception of Workers Compensation shall (a) include CHESAPEAKE COLLEGE as an additional insured, as respects operations under the Contract; (b) cover the premises occupied by the contractor; and (c) shall cover and not exclude contractor's liability for injury to the property of the College and to the persons or property of employees, students, faculty members, agents, officers, trustees and guests of the College.

Each policy of insurance shall contain the following endorsement: "It is understood and agreed that the Insurance Company shall notify the College in writing, 30 days in advance of the effective date of any reduction in the dollar amount of coverage, notice of non renewal, termination or cancellation of this policy." Certificates of Insurance evidencing each of the above coverage shall be delivered to the College within 15 days following the date of notice of contract award. Such certificates shall also include:

- a. The College as additional insured
  - b. The requirements for advance notice of reduction in the dollar amount of insurance, non-renewal, termination or cancellation of or change in coverage.
- C. Waiver of Subrogation applies to A, B, C & D above.

The insurance companies providing the above coverages must be satisfactory to the College. The College and the contractor hereby waive any and all right of recovery from each other for loss caused by acts of God defined in their respective fire, extended coverage, and sprinkler leakage insurance policies.

The successful offeror shall not allow any liens filed against CHESAPEAKE COLLEGE or the property of CHESAPEAKE COLLEGE by a person or firm for any reason arising out of the furnishing of services or materials by the contractor. Any lien filed against CHESAPEAKE COLLEGE or its property shall be disposed of within 30 days of its filing. Failure of the contractor to dispose of such liens within the 30-day period shall constitute default.

The actions of a contractor with third parties are not binding upon CHESAPEAKE COLLEGE. The contractor is not a division of CHESAPEAKE COLLEGE.

The Tenant shall be required to maintain insurance while this contract is in force, covering the College for any damage to College grounds or property caused by Tenant's equipment or to indemnify the College for such damage and provide documentation of such insurance in a form satisfactory to CHESAPEAKE COLLEGE.

The College assumes no liability to the destruction of crops by fire or otherwise, the said rent being due and payable regardless whether or not a crop is in fact harvested from the leased premises.

#### **D. ACREAGE CHANGES**

The College reserves the right to reduce the number of tillable acres at any time as the College deems necessary. Such a change would alter the total payment due, but it would not affect the per-acre cost.

### **V. GENERAL INFORMATION FOR OFFERORS**

#### **A. ADDENDA TO THE RFP**

If it becomes necessary to revise any part of this RFP, addenda will be provided to all offerors who received the initial RFP. An acknowledgment of the receipt of all amendments, addenda, and changes issued shall be required from all offerors receiving the RFP.

#### **B. INCURRED EXPENSES**

CHESAPEAKE COLLEGE will not be responsible for any costs incurred by any offeror in preparing and submitting a proposal letter.

#### **C. ACCEPTANCE OF TERMS AND CONDITIONS**

By submitting a proposal letter in response to the RFP, the offeror accepts the terms and conditions set forth in this RFP.

**PROPOSAL BID FORM**  
**Farmland Lease**  
**Chesapeake College**  
**P.O. Box 8**  
**Wye Mills, Maryland**

The undersigned proposes to furnish all labor, materials, equipment and services necessary to complete the above named project at Chesapeake College, Wye Mills, Maryland.

Firm Name \_\_\_\_\_

The undersigned having examined the RFP requirements and contract conditions and having received clarification of all items of conflict or questions, and having examined the site and accepted existing conditions as those under which work will be done, submits one base bid.

BASE BID: (Price per acre)

\_\_\_\_\_ Dollars and \_\_\_\_\_ Cents (\$ \_\_\_\_\_) per acre

Firm Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Signature \_\_\_\_\_

Printed Signature \_\_\_\_\_

Title \_\_\_\_\_

**BID/PROPOSAL AFFIDAVIT**

NAME OF PROJECT: \_\_\_\_\_

**A. AUTHORIZED REPRESENTATIVE**

I HEREBY AFFIRM THAT: \_\_\_\_\_ I am the (title) and the duly authorized representative of (business) \_\_\_\_\_ and that I possess the legal authority to make this Affidavit on behalf of myself and the business for which I am acting.

**B. AFFIRMATION REGARDING BRIBERY CONDITIONS**

I FURTHER AFFIRM THAT:

Neither I, nor the best of my knowledge, information, and belief, the above business (as is defined in Section 16-101 (b) of the State Finance and Procurement Article of the Annotated Code of Maryland), or any of its officers, director, partners, or any of its employees directly involved in obtaining or performing contracts with public bodies (as is defined in Section 16-101(f) of the State Finance and Procurement Article of the Annotated Code of Maryland), has been convicted of, or has had probation before judgment imposed pursuant to Article 27, Section 641 of the Annotated Code of Maryland, or has pleaded nolo contendere to a charge of, bribery, attempted bribery, or conspiracy to bribe in violation of Maryland law, or of the law of any other state or federal law, except as follows (indicate the reasons why the affirmation cannot be given and list any conviction, plea, or imposition of probation before judgment with the date, court, official or administrative body, the sentence or disposition, the name(s) of persons(s) involved, and their current positions and responsibilities with the business) (use attachments as necessary): \_\_\_\_\_

---

**C. AFFIRMATION REGARDING OTHER CONVICTION**

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, director, partners, or any of its employees directly involved in obtaining or performing contracts with public bodies has:

- (a) Been convicted under state or federal statute of a criminal offense incident to obtaining, attempting to obtain, or performing a public or private contract, fraud, embezzlement, theft, forgery, falsification or destruction of records, or receiving stolen property;
  - (b) Been convicted of any criminal violation of a state or federal antitrust statute
  - © Been convicted under the provisions of Title 18 of the United States Code for violation of the Racketeer Influenced and Corrupt Organization Act, 18 U.S.C. 1961, et. Seq., or the Mail Fraud Act, 18 U.S.C. 1341, et. Seq., for acts arising out of the submission of bids or proposals for a public or private contract;
  - (d) Been convicted of a violation of the State Minority Business Enterprise Law,
  - (e) Section 14-308 of the State Finance and Procurement Article of the Annotated Code of Maryland;
  - (f) Been found civilly liable under a state or federal antitrust for acts or omissions in connection with the submission of bids or proposals for a public or private contract;
  - (g) Admitted in writing or under oath, during the course of an official investigation or other proceedings, acts or omissions that would constitute grounds for conviction or liability under any law or statute described above, except as follows (indicate reasons why the affirmations cannot be given, and list any conviction, plea, or imposition of probation before judgment with the date, court, official or administrative body, the sentence or disposition, the names(s) of the person(s) involved and their current positions and responsibilities with the business, and the status of any debarment) (use attachment as necessary): \_\_\_\_\_
-

D. AFFIRMATION REGARDING DEBARMENT

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, directors, partners, or any of its employees directly involved in obtaining or performing contracts with public bodies, has ever been suspended or debarred (including being issued a limited denial of participation) by any public entity, except as follows (list each debarment or suspension providing the dates of the suspension or debarment, the name of the public entity and the status of the proceedings, the names(s) of the person(s) involved and their current positions and responsibilities with the business, the grounds of the debarment or suspension, and the details of each person's involvement in any activity that formed the fronds of the debarment or suspension) (use attachments as necessary):

E. AFFIRMATION REGARDING DEBARMENT OF RELATED ENTITIES

I FURTHER AFFIRM THAT:

(1) The business was not established and it does not operate in a manner designed to evade the application of or defeat the purpose of debarment pursuant to section Sections 16-101, et seq., of the State Finance and Procurement Article of the Annotated Codes of Maryland; and

(2) The business is not a successor, assignee, subsidiary, of affiliate of a suspended or debarred business, except as follows (you must indicate the reasons why the affirmations cannot be given without qualification) (use attachments as necessary).

F. SUB-CONTRACT AFFIRMATION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, has knowingly entered into a contract with a public body under which a person debarred or suspended under Title 16 of the State finance and Procurement Article of the Annotated Code of Maryland will provide, directly or indirectly, supplies, services, architectural service, construction related service leases of real property, or construction.

G. AFFIRMATION REGARDING COLLUSION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business has:

(1) Agreed, conspired, connived, or colluded to produce a deceptive show of competition in the compilation of the accompanying bid or offer that is being submitted;

(2) In any manner, directly or indirectly, entered into any agreement of any kind to fix the bid price or price proposal of the bidder or offeror or of any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the accompanying bid or offer is submitted.

H. FINANCIAL DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with, the provisions of Section 13-221 of the State Finance and Procurement Article of the Annotated Code of Maryland, which require that every business that enters into contracts, leases, or other agreements with the State of Maryland or its agencies during a calendar year under which the business is to receive in the aggregate \$100,000 or more shall, within 30 days of the time when the aggregate value of the contracts, leases, or other agreements reaches \$100,000, file with the Secretary of State of Maryland certain specified information to include disclosure of beneficial ownership of the business.

I. POLITICAL CONTRIBUTION DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with, the provisions of Article 33, Sections 30-1 through 30-4 of the Annotated Code of Maryland, which requires that every person that enters into contracts, leases, or other agreements with the State of Maryland, including its agencies or a political subdivision of the State, during a calendar year in which the person receives in the aggregate \$100,000 or more shall, file with the State Administrative Board of Election Laws a statement disclosing contributions in excess of \$500 made during the reporting period to a candidate for elective office in any primary or general election.

J. DRUG AND ALCOHOL FREE WORKPLACE

(Applicable to all contracts unless the contract is for a law enforcement agency and the agency head or the agency head's designee has determined that application of COMAR 21.11.08 and this certification would be inappropriate in connection with the law enforcement agency's undercover operations.)

I CERTIFY THAT:

- (1) Terms defined in COMAR 21.11.08 shall have the same meaning when used in this certification.
- (2) By submission of its bid or offer, the business, if other than an individual, certifies and agrees that, with respect to its employees to be employed under a contract resulting from this solicitation, the business shall:
  - (a) Maintain a workplace free of drug and alcohol abuse during the term of the contract:
  - (b) Publish a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of drugs, and the abuse of drugs or alcohol is prohibited in the business' workplace and specifying the actions that will be taken against employees for violation of these prohibitions:
  - (c) Prohibit its employees from working under the influence of drugs or alcohol:
  - (d) Not hire or assign to work on the contract anyone whom the business knows. Or in the exercise of due diligence should know, currently abuses drugs or alcohol and is not actively engaged in a bona fide drug or alcohol abuse assistance or rehabilitation program:
  - (e) Promptly inform the appropriate law enforcement agency of every drug-related crime that occurs in its workplace if the business has observed the violation or otherwise has reliable information that a violation has occurred:
  - (f) Establish drug and alcohol abuse awareness programs to inform its employees about:
    - (i) The dangers of drug and alcohol abuse in the workplace:
    - (ii) The business' policy of maintaining a drug and alcohol free workplace:
    - (iii) Any available drug and alcohol counseling, rehabilitation, and employee assistance programs; and
  - (iv) The penalties that may be imposed upon employees who abuse drugs and alcohol in the workplace;
  - (g) Provide all employees engaged in the performance of the contract with a copy of the statement required by J (2)(b), above:
  - (h) Notify its employees in the statement required by J (2)(b), above, that as a condition of continued employment on the contract, the employee shall:
    - (i) Abide by the terms of the statement; and
    - (ii) Notify the employer of any criminal drug or alcohol abuse conviction for an offense occurring in the workplace not later than 5 days after a conviction:
  - (i) Notify the procurement officer within 10 days after receiving notice under J (2)(h)(ii), above, or otherwise receiving actual notice of a conviction:
  - (j) Within 30 days after receiving notice under J (2)(h)(ii) above, or otherwise receiving actual notice of a conviction, impose either of the following sanctions or remedial measures on any employee who is convicted of a drug or alcohol abuse offense occurring in the workplace:
    - (i) Take appropriate personnel action against an employee, up to and including termination; or
    - (ii) Require an employee to satisfactorily participate in a bona fide drug or alcohol abuse assistance or rehabilitation program; and
  - (k) Make a good faith effort to maintain a drug and alcohol free workplace through implementation of J (2)(a)-(j) above.
- (3) If the business is an individual, the individual shall certify and agree as set forth in J (4), below, that the individual shall not engage in the unlawful manufacture, distribution, dispensing, possession, or use of drugs or the abuse of drugs or alcohol in the performance of the contract.

(4) I acknowledge and agree that:

- (a) The award of the contract is conditional upon compliance with COMAR 21.11.08 and this certification:
- (b) The violation of the provisions of COMAR 21.11.08 or this certification shall be cause to suspend payments under, or terminate the contract for default under COMAR 21.07.01.11 or 21.07.03.15, as applicable; and
- (c) The violation of the provisions of COMAR 21.11.08 or this certification in connection with the contract may, in the exercise of the discretion of the Board of Public Works, result in suspension and debarment of the business under COMAR 21.08.06.

K. CERTIFICATION OF CORPORATION REGISTRATION AND TAX PAYMENT

I FURTHER AFFIRM THAT:

- (1) Except as validly contested, the business had paid, or has arranged for payment of, all taxes due to the State of Maryland and had filed all required returns and reports with the Comptroller of the Treasury, the State Department of Assessments and Taxation, and the Employment Security Administration, as applicable, and will have paid all withholding taxes due the State of Maryland prior to final payment under any contract relating to this bid/proposal affidavit.
- (2) The business named above is a \_\_\_\_\_ sole proprietorship, \_\_\_\_\_ partnership, or \_\_\_\_\_ corporation formed under the laws of the State of Maryland
- (3) (For entities not formed under the laws of Maryland,) I further affirm that the business named above is registered in accordance with the Corporation and Associations Article, annotated Code of Maryland, and that it is in good standing and has filed all of its annual reports, together with filing fees, with the Maryland State Department of Assessments and Taxation, and that the name and address of its current resident agent filed with the State Department of assessments and Taxation is:

NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

L. CONTINGENT FEES

I FURTHER AFFIRM THAT:

The business has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee or agent working for the business, to solicit or secure the Contract, and that the business has not paid or agreed to pay any person, partnership, corporation, or other entity, other than a bona fide employee or agent, any fee or any other consideration contingent on the making of the contract.

M. ACKNOWLEDGEMENT

I ACKNOWLEDGE THAT this Affidavit is to be furnished to the Procurement Officer and may be distributed to units of: (1) the State of Maryland; (2) counties or other subdivisions of the State of Maryland; (3) other states; and (4) the federal government. I further acknowledge that this Affidavit is subject to applicable laws of the United States and the State of Maryland, both criminal and civil, and that nothing in this Affidavit or any contract resulting from the submission of the accompanying bid or proposal shall be construed to supercede, amend, modify or waive, on behalf of the State of Maryland, or any unit of the State of Maryland having jurisdiction, the exercise of any statutory right or remedy conferred by the Constitution and the laws of Maryland with respect to any misrepresentation made or any violation of the obligations, terms and covenants undertaken by the above business with respect to (1) the Affidavit, (2) the contract, and (3) other Affidavits comprising part of the contract.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Date: \_\_\_\_\_ EIN or SS# \_\_\_\_\_

By: \_\_\_\_\_ Solicitation name Farmland Lease  
(Authorized Representative and Affiant)



United States Department of Agriculture  
Farm Service Agency

Program Year 2012  
Not To Scale



January 11, 2012

Wetland Determination Identifiers

● Restricted Use

▽ Limited Restrictions

■ Exempt from Conservation Compliance Provisions

Farm: 687

Tract: 794

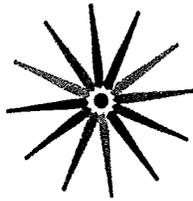
Total Cropland Acres: ~~00.0~~

55



Red/Hatched=CRP

Disclaimer: Wetland identifiers do not represent the size, shape or specific determination of the area. Refer to your original determination (CPA-026 and attached maps) for exact wetland boundaries and determinations, or contact NRCS.



Your time. Your place.  
Chesapeake College at 50

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**MEMORANDUM**

TO: Board of Trustees

FROM: Tim Jones

THROUGH: Barbara Viniar

DATE: December 3, 2015

**SUBJECT: Approval of Farmland Lease**

For many years the College has leased some of its unused property to a local farmer. This has provided a small source of revenue to the Plant Fund and, probably more importantly, relieved the College of the task of maintaining the entire acreage.

The current farmland lease was initiated on March 21, 2013 for three years with an option for an additional three years, which was not exercised by the tenant. The lease expires on March 20, 2016. The current tenant, Mr. Ralph Whaley, is leasing 55 acres at a rate of \$237 per acre per year.

The College advertised a "Request for Proposals for Farmland Lease" on November 8, 2015 in the Star Democrat. The College also posted the RFP on the college procurement webpage and E Maryland Marketplace. The area's use is restricted to preparation, cultivation, crop growth and harvest of such crops as agreed to between successful bidder and the College for a period of three years with an additional optional three years.

The College received three responses to the RFP.

Tim Bishop Pro Farm Service	\$249.01 per acre per year
Mr. Ralph Whaley	\$212.00 per acre per year
Woodbury Farm Ent. Inc.	\$177.00 per acre per year

Mr. Tim Bishop owns Tim Bishop's Pro-Farm Service and Winona Farm in Queenstown, Maryland. He has bid on the farm lease previously and expressed a continued interest in farming this property.

As you are aware, such leases require the approval of the Maryland Higher Education Commission and the Board of Public Works, according to the provision set forth in COMAR 13B.07.04.01D. The previous lease was approved by the Commission and the BPW and the College anticipates formally requesting and receiving approval of the lease prior to March 20, 2016.

**Recommended Action:**

The Board of Trustees approve the award of farmland lease to Mr. Tim Bishop for \$249.01 per acre per year for a period of three years with an option to renew for three additional years beginning on March 21, 2016.

**Chesapeake Publishing, 29088 Airpark Drive, Easton, MD 21601**  
**Proof of Ad 11/02/15**

(L)	Cust AcctID: 1025897	Ad ID: 2588824
	Name:	Description: Request for Proposal
	Company: CHESAPEAKE COLLEGE	Run Dates: 11/07/15 to 11/08/15
	Address: PO BOX 8	Class: 10
	Telephone: (410) 827-5816	Orig User: COZMAN
		Words: 160
	Lines: 27	Agate Lines: 76
	Depth: 3.175	Blind Box:

Ad Note:

Publication	Start	Stop	Inserts	Cost
The Star Democrat	11/08/15	11/08/15	1	\$79.38
stardem.com Online	11/07/15	11/08/15	2	

**Request for Proposals**  
 Farmland Lease  
 Chesapeake College  
 1000 College Circle  
 Wye Mills, Maryland 21679

Chesapeake College is soliciting responses to a Request for Proposals (RFP) from qualified parties for the lease of 55 acres of tillable farmland belonging to the College, located within the campus area bordered by US Route 50 and State Routes 662 and 213. The term of the lease will be for three (3) years with an option to renew for an additional (3) three years. The area's use is restricted to preparation, cultivation, crop growth and harvest of such crops as agreed to between the parties. Interested parties can access the RFP document at <http://www.chesapeake.edu/about/procurement.asp> or at <https://emaryland.buyspeed.com/bs/>. All submittals must be received no later than 11:00 A.M. November 30, 2015. Chesapeake College reserves the right to reject any or all bids, or to waive any informalities and/or irregularities in the bid proposals, when in their judgment, the public will be better served.

sd 11/8 2588824

PROPOSAL BID FORM

Farmland Lease  
Chesapeake College  
P.O. Box 8  
Wye Mills, Maryland

The undersigned proposes to furnish all labor, materials, equipment and services necessary to complete the above named project at Chesapeake College, Wye Mills, Maryland.

Firm Name Tim Bishop - Pro-Farm Service

The undersigned having examined the RFP requirements and contract conditions and having received clarification of all items of conflict or questions, and having examined the site and accepted existing conditions as those under which work will be done, submits one base bid.

BASE BID: (Price per acre)

Two Hundred Forty Nine Dollars and 01 Cents (\$ 249.01) per acre

Firm Name Tim Bishop's Pro-Farm Service  
Winona Farm, 616 Stagwell Rd.  
Queenstown, Maryland 21658  
Address 410-822-6235 Fax 410-827-8025  
E-mail timatpro@intercom.net

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Signature C. Tim Bishop

Printed Signature C. Tim Bishop

Title Owner

CTB



**CHESAPEAKE COLLEGE  
FARMLAND LEASE**

This lease made between Chesapeake College of Wye Mills, Maryland, Lessor, and Tim Bishop, Tenant, witnesseth:

**LEASE, TERM, AND PAYMENT**

The Lessor, hereinafter referred to as "the College" hereby leases to the Tenant approximately fifty-five (55) acres of tillable farmland belonging to Chesapeake College, located within the campus area bordered by U.S. Route 50 and the State Routes 662 and 213. The land was the subject of on-site review by both parties and both its extent and use have been agreed upon between them for the term of three (3) years, with an option to renew for an additional three (3) years, beginning March 21, 2016 and ending March 20, 2019. The Tenant must notify the Lessor of his exercise of a three (3) year renewal no later than September 20, 2018. The use of the area covered by this agreement is restricted to preparation, cultivation, crop growth and harvest of such crops as are agreed upon between the parties, provided that such acreage along U.S. Route 50 shall be reserved for low-growing crops and mechanically harvested vegetables, unless permission to the contrary is extended on an annual basis by the College. Annual payment to the College shall be on a per acre basis and due to the College as follows: fifty percent on or before May 15 and remainder by December 15 annually. Payment shall be based upon the rate of \$249.01 per acre per year.

**RIGHT OF RE-ENTRY**

The parties to this agreement concur that if any of the agreed rent shall be due and unpaid or if default be made in any of the covenants on the part of the Tenant, then it shall be lawful for the College to re-enter, repossess and enjoy the said premises.

**TENANT'S COVENANTS**

- A. Tenant covenants with the College to pay the annual rent herein specified and further agrees not to assign this lease or let or underlet the whole or any part of the said premises nor make any alteration or improvement therein without the written consent of the College, nor occupy or use or permit to be used the said premises for any purpose other than those recited in this agreement nor introduce any steps of any extra-hazardous nature, such as crop or grass fire or burning.
- B. Tenant further covenants that at the expiration of the term he will quit and surrender the premises so leased in as good a state and condition as at the commencement of this lease.
- C. The leased acreage is to be used by the Tenant solely for the cultivation of crops agreed upon between the College and the Tenant; the raising and keeping of animals and planting and raising of nursery stock are specifically excluded from this agreement.

- D. The College assumes no responsibility for equipment and/or materials that are the property of the Tenant that he may leave on the areas under cultivation, nor shall the area be used by the Tenant as a place of indefinite storage of such equipment or materials during the term of this lease.
- E. Tenant agrees to have soil tested at the outset of the lease and annually thereafter, and to mail a copy of the test results annually to the College. Tenant shall maintain P.H. of soil at approximately 6.5 and phosphorus and potash at medium levels in accordance with the soil test results.
- F. This lease grants no hunting rights to Tenant.
- G. Tenant agrees to maintain close control of noxious weeds including, but not limited to, Johnson grass and to comply with the Johnson grass control program of Queen Anne's County.
- H. Tenant agrees to actively control soil erosion as completely as possible.
- I. Tenant agrees to use sound husbandry practices in all farming operations.
- J. Tenant will see to it that ditches have shovel maintenance and that banks, hedgerows and field perimeters are mowed and brambled at least once each year.
- K. Tenant agrees that no irrigation or use of College wells will be permitted nor may Tenant drill wells on College property.
- L. Tenant agrees to maintain insurance covering the College for any damage to College grounds or property caused by Tenant's equipment or to indemnify the College for such damage.

#### **LESSOR'S COVENANT FOR QUIET ENJOYMENT**

The College covenants with the Bidder that upon the payment of said annual rent in performing the said covenants on the Bidder's part, the Bidder shall peaceably hold and enjoy the leased premises during the term specified.

#### **DESTRUCTION OF CROPS**

The College assumes no liability to the destruction of crops by fire or otherwise, the said rent being due and payable regardless whether or not a crop is in fact harvested from the leased premises.

#### **SPECIAL TERMS**

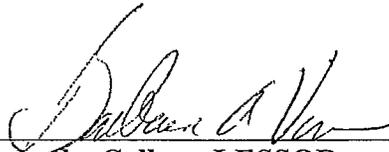
- A. In the event that it should become necessary for the College to use any or all of the leased premises for purposes including but not limited to: the erection of new buildings, the extension of the grounds, the grant of rights-of-way, the expansion of athletic areas, or any related purpose, then this lease shall become immediately null and void to the extent of the acreage thus affected, and Tenant covenants not to raise any objection to the use of the premises for these purposes beyond an adjustment in the acreage upon which the rental rate is calculated.
- B. The College undertakes no liability for damage to the crop of the Bidder occasioned by the negligence or misconduct of students or contractors, for which cause of action Bidder may have resort to any appropriate remedy at law.

**TERMINATION**

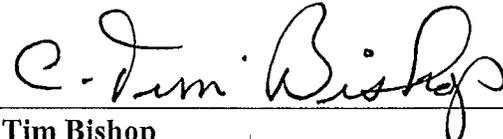
This lease automatically expires March 20, 2019, unless Tenant notifies Lessor no later than September 20, 2018 of his intention to renew for an additional three (3) years.

The parties to this lease agree that the covenants and agreements contained herein are binding on them and their legal representatives.

12/8/15  
Date

, President  
Chesapeake College, LESSOR

12-8-15  
Date

, Tenant  
Tim Bishop





Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016

**TO:** Maryland Higher Education Commission

**FROM:** James D. Fielder, Jr., Ph.D.                      **STAFF:** Geoffrey F. Newman  
David S. Beard

**SUBJECT:** FY 2018 Public Four-Year Colleges and Universities Capital Budget Priorities

The Commission has statutory responsibility for presenting a consolidated higher education capital budget request and recommendation to the Governor and the General Assembly. Included in this responsibility is the establishment of an annual capital budget priority list which serves as a basis for capital recommendations.

The Commission develops and approves a set of priorities to guide in the evaluation of capital budget requests. The Capital Budget Priorities rank project requests for any given year by two levels of priority categories. The first identifies priorities where projects fall within the following classifications:

- life safety,
- legal mandate,
- project completion,
- renovation,
- improvements to utility and basic support,
- new construction,
- site improvements, and
- land acquisition.

The second level considers what types of facilities are being requested:

- academic,
- research,
- support,
- higher education center, and
- continuing education.

Decisions to recommend project-funding requests are based on a number of considerations including the priority list; the current and projected enrollment in academic programs; consistency with space guidelines; and the adequacy of current and proposed facilities to accommodate the academic, research and support requirements of the institutions. Capital planning efforts at campuses in the state are driven to consider the local workforce needs and should provide a way to plan and address anticipated future needs in high demand fields in science, technology, engineering, mathematics and allied health programs.

Commission staff will continue to incorporate workforce creation and job training within the review of capital projects and priorities to ensure Maryland's current and future labor force is adequate to fill the labor demands of these high growth sectors.

**RECOMMENDATION: It is recommended that the Maryland Higher Education Commission approve the FY 2018 Capital Budget Prioritization Model for Public Four-Year Colleges and Universities.**

**Maryland Higher Education Commission**  
**Capital Budget Priorities for Public Four-Year Colleges and Universities<sup>1</sup>**  
**FY 2018**

Each year the Maryland Higher Education Commission approves a set of priorities to guide in the evaluation of capital budget requests.

All capital projects are placed into one of the priority categories. The Capital Budget Priority Categories provide the basic framework for evaluating and recommending projects. Under the priorities, projects are ranked first by the priority category and further by types of facilities.

Project Priority Categories		Types of Facilities				
		Academic Facilities	Research Facilities	Support Facilities <sup>2</sup>	Regional Higher Education Centers	Continuing Education Facilities
I)	Life Safety	Facilities that support the instructional programs essential to the approved role and mission of the institution.	Research facilities consistent with the approved role and mission of the institution.	Administration, physical plant space, and other support services.	Facilities that include participation by more than one institution and offer an array of programs at multiple degree levels.	Facilities that address workforce training needs or offer programs that lead to certification in a workforce skill.
II)	Legal Mandates					
III)	Project Completions					
IV)	Renovation or Renewal of Existing Projects					
V)	Improvements to Utility					
VI)	Basic Support Services					
VII)	New Construction					
VIII)	Site Improvements					
	Land Acquisition					

Note(s):

<sup>1</sup> Maryland's colleges and universities are also required to provide information on the impact of a proposed project on institutional capacity.

<sup>2</sup> To the extent possible, institutions are encouraged to seek non-public financing for revenue-generating facilities such as student housing, parking, bookstores, athletic facilities, and dining services.





Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016

**TO:** Maryland Higher Education Commission

**FROM:** James D. Fielder, Jr., Ph.D.                      **STAFF:** Geoffrey F. Newman  
David S. Beard

**SUBJECT:** FY 2018 Community College Capital Budget Priorities

The statute creating the Maryland Higher Education Commission (MHEC) requires the Commission to develop guidelines to assess the adequacy of capital funding and make annual recommendations on the appropriate level of funding for higher education capital projects. As a result, the Commission annually establishes capital budget priorities for the two-year and four-year institutions, which provide a uniform framework within which individual capital project requests are recommended.

Prior to fiscal 2009, the Commission developed one set of capital budget priorities applicable to both the two-year and four-year institutions. During the summer of 2007, however, pursuant to language in the 2007 Joint Chairmen's Report from the budget committees of the General Assembly, the Maryland Association of Community Colleges (MACC) developed a capital project prioritization model to rank projects submitted to the Commission for the fiscal 2009 capital budget. Endorsed by the community college presidents and accepted by the Commission, the prioritization model incorporates factors historically considered in the Commission's recommendations, such as project type, project phase and facility category. Additional factors include inventory status, age of facilities, funding history and college priority. The combination of these factors reflects the complexity of elements that impact project viability and funding priority.

In preparing the Fiscal Year 2018 Community College Construction Grant Program budget, the Commission staff will collaborate with the community college segment to address initiatives and issues related to sustainability, Green Building concepts and workforce development needs, considering the impact of each on the prioritization process. The MACC prioritization list will be included in MHEC's FY 2018 Community College Construction Grant Program capital budget recommendation to the Department of Budget and Management.

In addition to submitting a priority listing of projects, all colleges must submit an impact statement that details how a proposed capital project will address the institution's capacity, Green Building initiatives, workforce development and PlanMaryland "Goals and Objectives" and "Capital Budgeting Guidelines." Upon approval, the set of priorities and the impact statements will guide Commission staff in the evaluation of FY 2018 capital budget requests and in preparing the final submission of the Commission's annual capital budget recommendations to the Governor.

**RECOMMENDATION:** It is recommended that the Maryland Higher Education Commission continue approval and adoption of the Capital Project Prioritization Model of the Maryland Association of Community Colleges as the MHEC Capital Project Prioritization process for community colleges.

It is further recommended that the Commission staff report on any future revisions or modifications to the Capital Project Prioritization Model.

**Maryland Higher Education Commission  
 Community College Construction Grant Program  
 Capital Project Prioritization Model  
 FY 2018**

<b>FACTOR</b>	<b>DESCRIPTION</b>	<b>WEIGHT</b>
Project Type	Renovation Utilities New Construction Site Improvements	10%
Project Phase	Life Safety Completion (F&E) Construction Design + Design Acquisition	25%
Building/Campus Age	Renovation: Building Age in Years New Construction, Utilities or Site Improvements: Avg. Campus Age	5%
Type of Facility (HEGIS Code)	Academic (100+200) Student Support (300+400+500+600+800) Institutional Support (700)	10%
Current & Future Facilities Needs	Academic Student Support Institutional Support	40%
5-Year Funding History	College's 5-year total State appropriations compared with community college 5-year total State capital appropriations	10%
College Priority	Move completion projects which are colleges' top priorities to top	





Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016

**TO:** Maryland Higher Education Commission

**FROM:** James D. Fielder, Jr., Ph.D.                      **STAFF:** Geoffrey F. Newman  
David S. Beard

**SUBJECT:** FY 2018 Community College Construction Grant Program: State and Local Cost-Sharing Formula

The Community College Construction Grant Program provides State assistance for the construction and improvement of facilities at community colleges. This grant funds the construction of major new facilities, renovation of existing facilities, and improvements to campus infrastructure.

The level of State participation in capital projects for the community colleges is determined by two criteria: the portion of the project that meets the space eligibility requirements for State support, and the State and local cost-sharing formula prescribed in statute and calculated by the Maryland State Department of Education (MSDE). MSDE uses this cost-sharing formula to calculate the State's share in providing financial assistance for public education. The formula is based on a current expense calculation that considers the enrollment of students in elementary and secondary schools and county wealth (e.g. net taxable income, the assessed valuation of real property, and the assessed value of personal property).

Based on this cost-sharing formula, the State contributes between 50 percent and 70 percent of the eligible costs of a project for single-county-operated community colleges and 75 percent of the eligible costs of a project for regional community colleges. The table on the next page shows the percentage of State share for newly introduced projects in the FY 2018 community college capital budget request.

**Community College Capital Grant Program: Percentage of State Share: FY 2018**

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Allegany College of Maryland	68.9%	Garrett Community College	50.0%
Anne Arundel Community College	50.0%	Hagerstown Community College	64.3%
Carroll Community College	52.4%	Harford Community College	52.8%
Cecil Community College	60.1%	Howard Community College	50.0%
Chesapeake College (Regional)	75.0%	Montgomery College	50.0%
College of Southern Maryland (Regional)	75.0%	Prince George's Community College	60.8%
Community College of Baltimore County	50.0%	Wor-Wic Community Col. (Regional)	75.0%
Frederick Community College	57.0%		

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Source: Maryland State Department of Education, FY 2016 State Aid Calculations Report

**RECOMMENDATION: This item is for informational purposes only.**



Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016

**TO:** Maryland Higher Education Commission

**FROM:** James D. Fielder, Jr., Ph.D.                      **STAFF:** Geoffrey F. Newman  
David S. Beard

**SUBJECT:** FY 2017 State Higher Education Capital Budget Update

**SUMMARY:** The Governor's Capital Budget Allowance for fiscal 2017 authorizes \$342.8 million in General Obligation (GO) Bonds for higher education capital projects. Tables 1 and 2 provide capital detail of projects recommended by the Commission and the Governor's Allowance at the start of the 2016 Session of the General Assembly. Table 3 shows a comparison between FY 2017 and FY 2016 capital budget statistics.

### University System of Maryland

The fiscal 2017 allowance for the University System of Maryland (USM) is \$ 236.8 million, or 69 percent of the total higher education capital allowance. The capital allowance provides funding for twelve projects at eight institutions. These projects are listed in Table 1.

### Morgan State University

Morgan State University's fiscal 2017 capital budget allowance totals \$35.7 million and provides funding for one project, as listed in Table 1.

### St. Mary's College of Maryland

St. Mary's College of Maryland receives a fiscal 2017 capital budget allowance of \$2.7 million for three projects, as indicated in Table 1.

### Maryland Independent Colleges and Universities Capital Funding

The Maryland Independent College and University Association (MICUA) receives a fiscal 2017 capital grant allowance of \$8.0 million on behalf of three of its member institutions, as indicated in Table 1.

## **Baltimore City Community College**

Baltimore City Community College, the only State-owned community college in Maryland, receives a capital allowance of \$248,000 for design of the Loop Road and Entrance Improvements project, as indicated in Table 2.

## **Maryland Higher Education Commission Community College Capital Grant Program**

The Community College Capital Grant Program is scheduled for a Governor's allowance of \$59.3 million, comprising 17.3 percent of the higher education allowance, and includes 13 projects represented by nine institutions. The allowance includes a program surplus of \$3.8 million. These projects were included in the capital budget request from the Maryland Association of Community Colleges under its Capital Project Prioritization Model.

Eight of the fiscal 2017 projects are scheduled to receive a total of \$45.5 million in funding preauthorized in the 2015 General Assembly. Table 2 provides a listing of the community college capital projects and funding allowances.

**RECOMMENDATION: This item is for informational purposes only.**

**Table 1. Higher Education Capital Project Information: Four-Year Institutions  
FY 2017**

FY 2017 Higher Education Capital Budget - Four Year Institutions							
Institution	Project			Request	Request	Governor	Enacted GO
		STEM	ADD'L NASF	9/4/2015	GO Bonds	2/4/2016	
Bowie	New Natural Sciences Center-CE	Y		31,501,000	31,501,000	31,501,000	
Coppin	Renovate Julian Science, Schl of Mgmt Sci & Econ-P	Y		3,496,000	3,496,000	-	
Frostburg	Campuswide Bldg System & Infra. Improvements-C			2,000,000	2,000,000	-	
Salisbury	Sea Gull Stadium Turf Field-C					575,000	
Towson	New Science Facility-P	Y		6,150,000	6,150,000	6,150,000	
UB	Renovate Langsdale Library-PCE			9,300,000	9,300,000	9,300,000	
UMB	Health Sciences Research Facility III-CE	Y		81,000,000	81,000,000	81,000,000	
	Central Electric Substation and Redundancy-AP			6,000,000	6,000,000	5,000,000	
	Campus-Wide Infrastructure Improvements-C			10,000,000	10,000,000	-	
UMBC	New Interdisciplinary Life Sciences Building-PC	Y	x	11,735,000	11,735,000	2,640,000	
UMCES	New Information & Communications Center @ CBL-P			1,000,000	1,000,000	-	
UMCP	St. John Learning and Teaching Center-CE			5,100,000	5,100,000	5,100,000	
	New James Clark Bioengineering Building-C	Y		48,350,000	43,350,000	62,455,000	
	New Brendan Iribe Center for CSI Bldg-C	Y		27,000,000	27,000,000	27,000,000	
	Human Performance & Acad. Research Bldg. (Cole FH)-C	Y		10,000,000	10,000,000	3,000,000	
	New Bioscience Research Support Facility Phase I-P	Y		6,100,000	6,100,000	-	
UMES	New School of Pharmacy & Allied Health Professions-P	Y	x	5,764,000	5,764,000	-	
USM Office	Capital Facilities Renewal Program-PCE			17,000,000			
	So. Maryland Regional Higher Ed. Ctr. New Ed. Facility-P	Y	x	2,980,000	2,980,000	3,061,000	
	USG Biomedical Sciences & Engineering Ed. Facility-PC	Y		73,500,000	73,500,000		
<b>TOTAL USM</b>	<b>19 Projects/13 Institutions</b>	<b>12</b>		<b>357,976,000</b>	<b>335,976,000</b>	<b>236,782,000</b>	<b>-</b>
Morgan	New Jenkins Behavioral & Social Sciences Ctr-CE	Y		33,200,000	33,200,000	35,700,000	
	New Student Services Support Building-PC			7,000,000	7,000,000	-	
	Athletic Facility Renovations-PC			2,034,000	2,034,000	-	
	Campuswide Utilities Upgrade-PC			1,500,000	1,500,000	-	
	Demo: Motor Pool Surge, Turner Armory & Veh. Maint.-PC			1,875,000	1,875,000	-	
<b>TOTAL MORGAN</b>	<b>5 Projects</b>	<b>1</b>		<b>45,609,000</b>	<b>45,609,000</b>	<b>35,700,000</b>	<b>-</b>
St. Mary's	Relocate Athletic Sports Fields-P		x	300,000	300,000	300,000	
	New Academic Building & Auditorium-P		x	1,500,000	1,500,000	1,500,000	
	Campus Infrastructure Improvements - 3 Phases-PC		x	900,000	900,000	900,000	
<b>TOTAL ST. MARY'S</b>	<b>3 Projects</b>	<b>0</b>		<b>2,700,000</b>	<b>2,700,000</b>	<b>2,700,000</b>	<b>-</b>
Capital Technology Univ.	New Residential-Laboratory Complex (Hub)-PC	Y		\$ 1,600,000	\$ 1,600,000	\$ 1,400,000	
Johns Hopkins Univ.	Renovate Macaulay Hall (establish modern laboratory)-PC	Y		4,400,000	4,400,000	3,300,000	
MICA	Center for Product Design & Printmaking-PC	Y		4,000,000	4,000,000	3,300,000	
<b>TOTAL MICUA</b>	<b>3 Projects</b>	<b>2</b>		<b>\$ 10,000,000</b>	<b>\$ 10,000,000</b>	<b>\$ 8,000,000</b>	<b>\$ -</b>
<b>Total GO: 4-Year</b>		<b>15</b>		<b>416,285,000</b>	<b>394,285,000</b>	<b>283,182,000</b>	<b>-</b>
<b>Total GO: 2-Year Capital Grant Program (Table 2)</b>					<b>\$ 124,092,000</b>	<b>\$ 59,386,000</b>	<b>\$ -</b>
<b>Total GO: 2-Year State Community College, Baltimore City Community College (Table 2)</b>						<b>\$ 248,000</b>	
<b>Total GO Higher Education</b>				<b>416,285,000</b>	<b>\$ 518,377,000</b>	<b>342,816,000</b>	<b>-</b>

**Table 2. Higher Education Capital Project Information: Community Colleges  
FY 2017**

FY 2017 Higher Education Capital Budget - Community Colleges								
Institution	Project	Phase	N-R-Inf	Discipline/Type	STEM	Request	Governor	Enacted
						8/14/2015	2/3/2016	4/6/2016
Anne Arundel	Health Professions Building Ren/Add - Withdrawn	P	R	Allied Health	Y	3,415,000	W/D	
CCBC-Essex	Hlth Careers & Tech (HTEC) Building Ren/Addition	C	R	Allied Health	Y	6,000,000	2,000,000	
CCBC-Catonsville	Hilton Mansion Rehabilitation	C	R	Workforce Development		1,244,000	1,244,000	
Cecil	New College Center & Campus Development - Phase 1	PCE	Inf	Infrastructure		6,522,000	County	
CSM - Hughesville	New Health Science Center	P	N	Allied Health	Y	1,482,000	Capacity	
Frederick	Monroe Center Renovation	PCE	R	Workforce Development		4,042,000	2,255,000	
Garrett	STEM Building 200 Renovation	C	R	STEM	Y	3,623,000	3,937,000	
Garrett	Community Education & Performing Arts Center Ren.	P	R	Classroom/Perf. Arts		693,000	685,000	
Hagerstown	Learning Resource Center Renovation	CE	R	Classroom/Library		1,918,000	1,918,000	
Hagerstown	Student Center Parking Lot	PC	Inf	Infrastructure		423,000	Capacity	
Harford	Edgewood Hall Renovation	E	R	Workforce Development		961,000	797,000	
Harford	New Regional Workforce Development Center	C	N	Workforce Development		13,453,000	Capacity	
Harford	Fallston Hall Renovation	P	R	Classroom		312,000	Capacity	
Howard	New Science, Engineering & Technology Building	CE	N	STEM	Y	10,314,000	10,314,000	
Montgomery - Rockville	New Student Services Center	C	N	Student Services Admin		26,856,000	8,000,000	
Montgomery - Germantown	Science & Applied Studies Building Renovation/Add.	C	R	STEM	Y	9,370,000	9,361,000	
Prince George's	Queen Anne Academic Center Renovation/Addition	C	R	Class/Arts		18,286,000	9,286,000	
Prince George's	Lanham Hall Renovation	CE	R	Classroom		10,372,000	10,372,000	
Prince George's	Marlboro Hall Renovation/Addition	P	R	Student Services Admin		4,753,000	Capacity	
Wor-Wic	Academic & Administrative Building/Maner Tech Ren	C	Inf	Infrastructure		3,053,000	3,053,000	
	20 Projects/12 Colleges/14 Campuses				6	127,092,000	63,222,000	-
Program Balance						(3,000,000)	(3,836,000)	
<b>Total Grant Program</b>						<b>124,092,000</b>	<b>59,386,000</b>	-
Baltimore City - Liberty	Loop Road - Inner Loop and Entrance Improvements	P	Inf	Infrastructure		\$ -	\$ 248,000	
<b>Total Community Colleges</b>						<b>\$ 124,092,000</b>	<b>\$ 59,634,000</b>	

CCCGrant	20 Projects	13 Projects
BCCC	No Project	1 Project

**Table 3. Higher Education Capital Budget Statistics  
FY 2017**

<b>FY 2017 Higher Education Capital Budget - All Funds</b>											
<b>Segment</b>	<b>Governor's Recommendation</b>		<b>Institutions</b>		<b>Total Projects</b>	<b>Projects</b>				<b>STEM Projects</b>	
	<b>FY17 Budget</b>	<b>% of Budget</b>	<b>Total Institutions</b>	<b>% of Institutions</b>		<b>New</b>	<b>Ren</b>	<b>Infra</b>	<b>% of Projects</b>	<b>No. STEM</b>	<b>% of STEM</b>
USM	\$ 236.8	69.1%	8	34.8%	12	7	3	2	36.4%	8	50.0%
MORGAN	\$ 35.7	10.4%	1	4.3%	1	1			3.0%	1	6.3%
ST MARY'S	\$ 2.7	0.8%	1	4.3%	3	1	0	2	9.1%	0	0.0%
MICUA	\$ 8.0	2.3%	3	13.0%	3	2	1	0	9.1%	3	18.8%
HIGHER EDUC CENTERS*	\$ -	0.0%	0	0.0%	0	0	0	0	0.0%	0	0.0%
BCCC	\$ 0.2	0.1%	1	4.3%	1	0	0	1	3.0%	0	0.0%
CC GRANT PROGRAM	\$ 59.4	17.3%	9	39.1%	13	2	10	1	39.4%	4	25.0%
<b>Total GO</b>	<b>\$ 342.8</b>	<b>100.0%</b>	<b>23</b>	<b>100.0%</b>	<b>33</b>	<b>13</b>	<b>14</b>	<b>6</b>	<b>100.0%</b>	<b>16</b>	<b>100.0%</b>
<b>Total ARB</b>	<b>\$ 22.0</b>					39.4%	42.4%	18.2%		48%	

\* New Class/Lab Research Building #3 included in USM

**FY 2016**

<b>FY 2016 Higher Education Capital Budget - All Funds</b>											
<b>Segment</b>	<b>Enacted Budget</b>		<b>Institutions</b>		<b>Total Projects</b>	<b>Projects</b>				<b>STEM Projects</b>	
	<b>FY16 Budget</b>	<b>% of Budget</b>	<b>Total Institutions</b>	<b>% of Institutions</b>		<b>New</b>	<b>Ren</b>	<b>Infra</b>	<b>% of Projects</b>	<b>No. STEM</b>	<b>% of STEM</b>
USM	\$ 272.9	71.2%	9	36.0%	14	10	2	2	38.9%	9	50.0%
MORGAN	\$ 35.6	9.3%	1	4.0%	2	1	0	1	5.6%	1	5.6%
ST MARY'S	\$ 10.5	2.7%	1	4.0%	1	1	0	0	2.8%	1	5.6%
MICUA	\$ 9.6	2.5%	3	12.0%	3	0	3	0	8.3%	2	11.1%
HIGHER EDUC CENTERS	\$ -	0.0%	0	0.0%	0	0	0	0	0.0%	0	0.0%
BCCC	\$ -	0.0%	0	0.0%	0	0	0	0	0.0%	0	0.0%
CC GRANT PROGRAM	\$ 54.9	14.3%	11	44.0%	16	2	9	5	44.4%	5	27.8%
<b>Total GO</b>	<b>\$ 383.5</b>	<b>100.0%</b>	<b>25</b>	<b>100.0%</b>	<b>36</b>	<b>14</b>	<b>14</b>	<b>8</b>	<b>100.0%</b>	<b>18</b>	<b>100.0%</b>
<b>Total ARB</b>	<b>\$ 54.5</b>					38.9%	38.9%	22.2%		50%	





Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016  
**TO:** Maryland Higher Education Commission  
**FROM:** Dr. Jon Enriquez **STAFF:** Dr. Barbara Schmertz  
**SUBJECT:** 2015 Performance Accountability Report

The Maryland Higher Education Commission (MHEC) produces the Performance Accountability Report (PAR) as part of the State's accountability process for Maryland public colleges and universities.

In this edition of the Performance Accountability Report (PAR), the Maryland Higher Education Commission provides an overview and analysis of the efforts by Maryland's colleges and universities to enact the State Plan for Higher Education, *Maryland Ready*. The six goals of the State Plan are:

- Goal 1: Quality and effectiveness
- Goal 2: Access, affordability, and completion
- Goal 3: Diversity
- Goal 4: Innovation
- Goal 5: Economic growth and vitality
- Goal 6: Data use and distribution

The ability for institutions to work toward achieving these goals is affected by a number of factors affecting higher education in the state. These include shifts in enrollment and the altering demographics of the students being served in higher education. Enrollments decreased overall in 2014, with most of the effects being felt by the community colleges. This decrease follows a tremendous surge in enrollments in the recent past, so institutions are poised to adjust to the short-term "new normal" of flattening enrollments and the concomitant decrease of revenues. The diversification of the student body brings with it challenges and rewards as institutions work to support students and address their learning needs; likely with more low-income and minority students enrolling, services will need to be added or adjusted to ensure students can achieve their educational goals.

Institutions have put forth a good faith effort to control spending on a per FTE basis, and the data presented earlier in this report shows they have maintained this commitment. State policy makers have demonstrated their commitment by providing the funds necessary to slow tuition growth. However, these funds have not kept pace with increasing inflation and rising enrollments.

In the coming year, the Commission will work with new data that is available and in collaboration with institutions to continue to answer questions and provide research that can help the institutions and the State move forward with the goals set forth in the plan. If needed, alterations to PAR will be developed to improve understanding of the complex issues in higher education and aid institutions in fulfilling their missions and goals and serving the needs of the State and its citizens.

**RECOMMENDATION: It is recommended that the Maryland Higher Education Commission approve the 2015 Performance Accountability Report and ask the Secretary to forward it to the Governor and the General Assembly as required by law.**



Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Anwer Hasan  
Chairperson

James D. Fielder, Jr., Ph.D.  
Secretary

## MEMORANDUM

**DATE:** February 24, 2016  
**TO:** Maryland Higher Education Commission  
**FROM:** Dr. Jon Enriquez **STAFF:** Shauna Clarke  
**SUBJECT:** Follow-Up Survey of 2014 Maryland Community College Graduates

Every three years, the Maryland Higher Education Commission (MHEC) conducts a follow-up survey of community college certificate and associate degree graduates a year after they have completed their program. The report generated from this survey provides information on completers' perceptions of the quality of their institutional experience, post-graduation educational and employment status, and other related outcomes.

Of the 15,946 surveys delivered to the community college graduates of 2014, 16.4% completed the survey. The response rates among the community colleges ranged from 3.6% at Montgomery College to 33.3% at Wor-Wic Community College. Findings should be interpreted with caution given the low response rates.

Most survey respondents rated the quality of their community colleges, their overall community college experience, and the quality of their classroom instruction very highly (89.8%, 88.2%, and 87.4%, respectively, rated these aspects as "very good" or "good"). Graduates were less positive, however, about the job placement and referral services on their campuses, with just 53.7% rating these services as "good" or "very good."

Nearly three-quarters (73.2%) of the survey respondents indicated that their primary motivation for enrolling in community college was to earn a degree or prepare to transfer to a four-year institution, and a majority of the students with these goals felt that they had completely achieved these objectives (93.1% and 83.1%, respectively). However, only 21.4% of survey respondents indicated that their objective in attending community college was specifically related to the workforce (i.e., preparing for a first career, or a different career, or updating job skills). Smaller proportions of respondents (ranging from 54.9% to 68.9%) with workforce-related objectives indicated they had completely achieved their objectives by attending community college.

When asked about their post-graduation educational and career activities, just over half of respondents (51.8%) continued to take courses at a four-year or two-year institution after completing their program at a community college. Most graduates (74.0%) who transferred to a four-year institution enrolled in a Maryland public college or university, and 79.4% of all those who transferred to a four-year institution reported high levels of satisfaction with the academic preparation they received at the community college.

An important factor for students transferring to four-year institutions is whether or not they receive credits for their courses. Since the survey of 2000 graduates, the percentage of students reporting any lost credits at transfer declined substantially (from 83.6% for 2000 graduates to 54.5% for 2014 graduates) which suggests the success of various policy initiatives of the State, colleges and universities, and related organizations.

In terms of their employment status following graduation from community college, 60% of respondents were employed full-time, 29.0% were employed part-time and 11.0% were unemployed and actively seeking employment one year after graduation. Overall, 70.4% of graduates employed full-time reported they had been very well or well prepared for employment, and a majority of these graduates (84.3%) were employed in Maryland.

**RECOMMENDATION: This item is for information only.**



**Larry Hogan**  
Governor

**Boyd K. Rutherford**  
Lt. Governor

**Anwer Hasan**  
Chairperson

**James D. Fielder, Jr., Ph.D.**  
Secretary

## Maryland Higher Education Commission 2016 Meeting Dates

The Maryland Higher Education Commission (MHEC) is Maryland's higher education coordinating board responsible for the management of statewide financial aid programs and the establishment of statewide policies for public and private colleges and career schools to support students' postsecondary pursuits.

### Meeting Dates and Locations

January 27, 2016	June 22, 2016
February 24, 2016	September 28, 2016 9:30am to 3:30pm
March 23, 2016	October 26, 2016
April 27, 2016	November 16, 2016 *Please note date change*
May 25, 2016	December 14, 2016 *Please note date change*

**All Commission Meetings will be held on the 4<sup>th</sup> Wednesday of Each Month from 1:00pm to 4:00pm at the Maryland Higher Education Commission in the 7<sup>th</sup> Floor Board Room located at 6 N. Liberty Street, Baltimore, MD 21201 unless otherwise noted.**

### Dates and Times Subject to Change

<http://www.mhec.state.md.us/higherEd/about/Meetings/mtgsched.asp>