

TO: Barbara D'Ambrosia, Chair, Faculty Council (FC)  
 FROM: Committee on Academic Policies (CAP)  
 RE: CAP Report for Fall 2016 to Spring 2017  
 DATE: May 11, 2017  
 CC: Jeanne Colleran, Provost and Academic Vice President  
 Margaret Farrar, Dean, College of Arts and Sciences (CAS)  
 Alan Miciak, Dean, Boler School of Business

**1. Review of proposals**

During the academic year 2016-17, faculty council (FC) charged CAP to review five proposals and assigned respective administrative liaisons for each proposal. CAP worked with the liaisons, reviewed the proposals, conducted open hearings and monitored online forums, sent formal reports and recommendations to FC. All five proposals were approved by the faculty. Table 1 summarizes the details regarding each proposal. All CAP reports and the proposals can be found on the FC website: <http://faculty.jcu.edu/facultycouncil/pages/proposals/#2017>.

Table 1 Summary of all proposals reviewed by CAP during academic year 2016-17

Name of proposal	Proposer	Date FC charged CAP	Date CAP sent formal report to FC	Administrative Liaison(s)	Comments
Major and Minor in Data Science	Linda Seiter (MT/CS)	8/31/16	11/30/16	Graciela Lacueva	New proposal
Minor in Actuarial Science	Brendan Foreman (MT/CS)	8/31/16	11/30/16	Graciela Lacueva	New proposal
Content Area Program in Mathematics for CCP teachers	Barbara D'Ambrosia (MT/CS)	8/31/16	11/30/16	Anne Kugler	New proposal
Change to the Core Curriculum: JH requirement in TRS	Sheila E. McGinn (TRS)	1/18/17	3/15/17	Anne Kugler Peter Kvidera	
Revision to Integrated Courses component of Integrative Core Curriculum (I-Core)	Peter Kvidera (I-Core committee)	3/15/17	4/19/17	Rodney Hessinger Anne Kugler	

**2. Discussions related to establishing new partnership programs**

In Spring 2016, FC charged CAP to work with the Provost in developing a procedure for developing and implementing new partnership programs. Later in the academic year 2016-17, FC asked CAP to work with the Provost and the Deans. Hence, CAP met with the Provost, Jeanne Colleran and Boler School Dean, Al Miciak two times and once, respectively. In April 2017, CAP met with the delegate of the Provost, Nick Santilli, both Deans (Margaret Farrar and Al Miciak), Associate Deans (Lindsay Calkins and Graciela Lacueva).

During these meetings, CAP members shared issues such as lack of communication with faculty in the establishment of some partnership programs; challenges of advising especially some programs that students only stay for 3 years at JCU; lack of information for students and faculty in some of the programs; and etc. Administrative liaisons expressed concerns over the review process conducted by FC/CAP: sometimes we may lose an opportunity if we do not act in a timely fashion. A common understanding has been reached that we need to establish some guidelines or framework for such a process that 1) has built-in two way communications between the faculty and the administrators; 2) efficient; 3) gives proper attention to its smooth implementation; 4) set minimal expectations for the other institution/program.

CAP's idea was summarized in the Appendix I. The administrators agreed to review it and offer their version in the future.

### 3. Discussions related to existing partnership programs

In Fall 2016, FC charged CAP to work with the Provost and the Deans to review all existing partnership programs and develop a plan for monitoring and collecting centrally accessible information about them. After CAP's meeting with the administrative liaisons, it was decided that this was mainly an administrative issue.

The Provost provided a link to a website (<http://sites.jcu.edu/admission/pages/about/partnerships/>) from which partnership programs as well as a few JCU advanced studies can be accessed. CAP test-drove most of the websites and evaluated the following features: relevant websites established at both JCU and the other institution; clear description and eligibility of the program; coordinators specified; clean pathways specified; appropriate assessment and data collection. While some programs have sufficient information, some lack key information. Some programs do not exist anymore. Our findings can be found in Appendix II. **We highly recommend that the websites be updated to reflect the current status and to address the main issues raised to better serve current and prospective students.**

CAP (Fall 2016 to Spring 2017)

Peggy Finucane  
Rick Greci  
Greg Farnell  
Roger Purdy  
Linda Seiter  
Dianna Taylor  
Peifang Tian (Chair)

## Appendix I: Summary of establishing and implementing new partnership programs

1. Designate appropriate people to two different roles
  - a. JCU liaison: communicates with the other institution and relevant constituents within JCU; oversees the whole process of establishing the new partnership program (AVP)
  - b. JCU coordinator: serves as the resource person after the establishment of the partnership program; help advising students and work with faculty; responsible for information dissemination, ensures that 3-yr sample plans are appropriate and available (work with CAP), work with Todd on developing the assessment procedure and its implementation (faculty from respective department(s))
2. Clear timeline (JCU external and internal liaisons)
  - 1) Date of signing the 'agreement' and implementation
  - 2) Notification process and timeline (Advising, Bulletin change, Core (if applicable), Colleges, Departments/Programs). Refer to: Approval and Notification Process for Curricular Changes
3. Ensure feasibility and quality (JCU internal liaison working with various constituents within JCU)
  - 1) Quality and compatibility of the program at the other institution (with CAP?)
    - a. Assess the quality of the other program: criteria?
    - b. Assess the compatibility of the other program: criteria? is this a good fit? Courses?
  - 2) Support from Deans and Departments/programs (with Deans, Departments/programs)
    - a. For programs that target specific JCU departments/programs, there should be clear and written evidence (such as support letters and promise of designing 3-yr plan if applicable) that the respective dean(s) and departments/programs fully support the partnership programs.
    - b. For programs that target the whole university, there should be clear and written evidence (such as support letters and promise of designing 3-yr plan if applicable) that respective Deans and departments/programs fully support the partnership programs.
  - 3) 3 plus programs (with Departments/programs)
    - a. Respective JCU departments/programs mentioned above should provide clear pathway for students which includes sample 3-yr plan. This plan should show clearly that students can finish the Core and their JCU major requirement. If courses need to be taken at the other institution and credits transferred back to JCU, this needs to be specified.
    - b. If there is not enough time to develop the actual 3-yr plan, a formal confirmation from respective departments/programs that such 3-yr plan will be developed before the actual implementation (with a fixed date) will need to be secured.
    - c. Review 3-yr plan: make sure it satisfies the core and Major requirement. (with CAP?)
4. Assessment (JCU coordinator working with Director of Assessment)
  - 1) Develop scope and procedure of assessment
  - 2) Assess it periodically (every 5 years?)
5. Ensure proper channel of 2-way communication between JCU external and internal liaisons and the Faculty (may include Staff/Administrators if applicable) throughout the whole process starting from the initial development (JCU internal liaison)
  - a. specify methods of announcement (emails, FC, regular or special faculty meeting, chairs meeting, etc);
  - b. how to collect feedback from faculty or FSA (for faculty: online discussion through Faculty Business?, forum, faculty meeting, emails, Q&A, chairs seeking feedback from each department etc).
  - c. Multiple methods can be used, however, all announcements and feedback need to be documented in writing and accessible to faculty or FSA
  - d. Communication needs to be made at various phases (?) during the development process

6. Disseminating information and implementation after the establishment of the program: refer to CAP's work on charge 2 (JCU coordinator working with respective departments)

Updates from CAP meeting with the administrative liaisons (April 2017)

1. Possible adoption of 'framework' idea: FC/CAP may approve a framework. This way, when a new program falls into this framework, it does not need further review from CAP.
2. Possible establishment of minimal expectations for both the other institution and our requirement such as students in 3+ programs fulfilling 75% of core and major requirements.
3. Data collection

## Appendix II: Implementation of existing partnership programs

### 1. Features reviewed by CAP (blank form)

Is there a website at the other institution?	
Does it refer to JCU?	
Is the website a JCU site?	
Does it refer to the other institution?	
Is there a devoted website?	
Description of the program	
Clear eligibility specified?	<p>The eligibility should be informative to students who are planning for their majors/careers. It should also be helpful to students who are ready to apply.</p> <p>Who (HS or JCU and what year; what major(s))</p> <p>When to apply?</p> <p>How to apply (required documents)?</p> <p>Criteria: GPA, SAT, ACT, major, course sequence, other experience?</p> <p>What happens after application?</p>
JCU coordinator specified	<p>Who appoints contact person(s)? (should respective departments get involved?)</p> <p>Clear responsibilities of the contact person(s) should be articulated between the contact person(s) and who appoints them; such document should be available somewhere.</p>
Once accepted, what to do?	Is this a 3-yr or 4-yr program? Any requirements on course sequence or majors? GPA etc?
Sample 3-yr plan available for 3 Plus programs (ensure JCU core and relevant degree requirement satisfied)	For programs where students spend 3 years at JCU, relevant majors or departments should provide sample 3-yr plan including all required I-core and major courses. If credits need to be transferred back from the partnership institution, the plan should include that information. In summary, the 3-yr plan should clearly lay out a path for prospective students.
Assessment	Who assess the programs and what to assess? Is this success if a student gets JCU degree in xx years? What if they do not get the other intended degree in xx years?

2. Ohio University Heritage College of Osteopathic Medicine (OU-HCOM)

Is the website a JCU site?	Yes
Is there a devoted website?	Yes
Description of the program	Yes; specify
Clear eligibility specified?	<p>The eligibility should be informative to students who are planning for their majors/careers. It should also be helpful to students who are ready to apply.</p> <p>Who (HS or JCU and what year; what major(s))</p> <p>When to apply?</p> <p>How to apply (required documents)?</p> <p>Criteria: GPA, SAT, ACT, major, course sequence, other experience?</p> <p>What happens after application?</p> <p>Clear; for HS</p>
JCU contact person(s) specified	<p>Who appoints contact person(s)? (should respective departments get involved?)</p> <p>Clear responsibilities of the contact person(s) should be articulated between the contact person(s) and who appoints them; such document should be available somewhere.</p> <p>There is a contact person</p>
Once accepted, what to do?	<p>Is this a 3-yr or 4-yr program? Any requirements on course sequence or majors? GPA etc?</p> <p>4-yr program</p>
Sample 3-yr plan available for 3 Plus programs (ensure JCU core and relevant degree requirement satisfied)	<p>For programs where students spend 3 years at JCU, relevant majors or departments should provide sample 3-yr plan including all required I-core and major courses. If credits need to be transferred back from the partnership institution, the plan should include that information. In summary, the 3-yr plan should clearly lay out a path for prospective students.</p> <p>4 yr program</p>
Assessment	<p>Who assess the programs and what to assess? Is this success if a student gets JCU degree in xx years? What if they do not get the other intended degree in xx years?</p> <p>No</p>

### 3. MedStart Program-University of Toledo Medical College

Is the website a JCU website?	Yes, JCU website and link to MedStart website
Is there a devoted website?	Yes; <a href="http://sites.jcu.edu/prehealth/pages/programs/medstart/">http://sites.jcu.edu/prehealth/pages/programs/medstart/</a>
Description of the program	The MEDStart program is offered by the University of Toledo College of Medicine. It allows qualified students to by-pass the MCAT and gain acceptance to the medical college in their junior year. Accepted students will attend a summer course at the medical college and after successful completion of their senior year transition into the medical college the following fall. It is a great opportunity for a talented student to relax and enjoy their senior year knowing they already have a seat in one of the nation's top medical colleges.
Clear eligibility specified?	Yes, To be eligible for the MedStart Program, the student must:  Apply to the program in the fall of the junior year of undergraduate studies Completion of a minimum of one year of general chemistry with labs, one year of organic chemistry with labs, one year of biological sciences, and one year of physics at the time of application is strongly recommended. The courses must be completed, however, by the time of matriculation. An overall undergraduate GPA of 3.7 or higher with a science GPA of 3.5 or higher at the time of application is strongly recommended.  An ACT score of 29 or higher or an SAT score of 1900 or higher is strongly recommended.
JCU contact person(s) specified?	Contact the chair of the Pre-Health Professions Program for more details or go to the MEDStart web page for more information; Kathy Lee, George Lewandowski, and Tanesha Lee are listed in the side bar
Once accepted, what to do?	MedStart site indicates student must attend a summer program at U. Toledo between junior and senior year
Sample 3 year plan available for 3 plus programs	Not applicable
Assessment	Not clear from the website

#### 4. CWRU MS in Anesthesia

Is the website a JCU website?	No, link to program website that offers information on program in Chicago, Cleveland, and Houston
Is there a devoted website?	No
Description of the program	<p>The Case Western Reserve University Master of Science in Anesthesia Program reserves as many as four seats for JCU graduates annually in each of the program's locations: Cleveland, Houston, and Washington, D.C.;</p> <p>From the CWRU program website:  The Case Western Reserve University Master of Science in Anesthesia Program opened its doors to its first class in 1970. Since then, the program has established an outstanding reputation for quality certified anesthesiologist assistant education. The MSA Program spread its wings in 2010 with the opening of its off-site location in Houston and graduated its inaugural class in 2012. Continuing on the premise of strategic growth with the focus of getting better, not just bigger, Case Western Reserve University opened its third MSA Program location in Washington, D.C. in June 2012.</p> <p>The Master of Science in Anesthesia is a graduate level program for anesthesiologist assistants. At the completion of the program each student earns a Master of Science in Anesthesia. This is a clinically oriented degree program that provides for additional elective clinical training and knowledge in the senior year, assuring that our graduates stay on the cutting edge of the national trend in CAA education.</p>
Clear eligibility specified?	<p><b>General Degree Criteria</b>  Applicants for admission must complete a course of study leading to a baccalaureate degree at an accredited U.S. or Canadian college or university, or its equivalent, prior to matriculation.</p> <p><b>Academic Prerequisite Requirements</b>  Required Coursework: This is the minimum amount of courses we expect you to have completed at the time of matriculation, not necessarily at the time of application. With that said, it is to your advantage to have as many of the required courses completed in preparation for the MCAT and to strengthen your application to our Program.</p> <p>Biochemistry – 1 semester Advanced course preferred. Bioengineering courses will not fulfill this requirement.  Biology with Lab – 1 year 1-year biology course sequence with lab that stresses general concepts required. Bioengineering courses as well as courses in micro or molecular biology, cellular biology, genetics, and histology will not fulfill this requirement.  Human Anatomy with Lab – 1 semester Advanced course preferred. Courses in vertebrate embryology and developmental anatomy will not fulfill this requirement.</p>



Human Physiology – 1 semester Advanced course preferred. Courses in mammalian physiology and embryology will not fulfill this requirement.

Chemistry with Lab – 1 year 1-year course sequence in general chemistry with lab required

Organic Chemistry with Lab – 1 year 1-year course sequence in organic chemistry with lab required

Physics with Lab – 1 year 1-year course sequence in general physics with lab required

Calculus – 1 semester Students typically meet this requirement if they have completed 1 semester of a course in calculus for premedical or life sciences.

Advanced Statistics – 1 semester Students typically meet this requirement if they have completed 1 semester of an advanced course in statistics for the life sciences. Introductory and 100 level courses will not fulfill this requirement.

Writing/College English – 1 semester This can also be fulfilled with other expository writing courses in the humanities. Science courses with extensive writing components can fulfill this requirement as well.

**IMPORTANT!** Online prerequisite courses will not be accepted.

Each of the prerequisites listed must be completed, with a grade of B- or higher, at an accredited U.S. or Canadian college or university. Substitutions are not permitted, and survey courses for non-science majors are not acceptable. For those courses that have been repeated, the highest grade will be recognized. No C grades will be accepted in prerequisite courses.

Prerequisite courses must be completed within 5 years of the application deadline. However, for all prerequisites except biochemistry, human anatomy with lab, and human physiology, this 5-year requirement will be waived if the student's composite score on the MCAT is 25 or higher (former version of the exam). A high MCAT scores does not waive the grade requirement for the course, only the time restriction. Biochemistry, human anatomy with lab, and human physiology must always be taken within 5 years of applying.

Note: A one-semester course in human anatomy and physiology with lab will fulfill both our human anatomy with lab and human physiology prerequisites. You may take these 2 prerequisites separately or combined. These are the only two prerequisites that may be combined.

If a laboratory was included in a course but is not listed on your transcript, you must provide proof that the lab was completed. An official course description from your institution's website showing that a lab was included with the course will suffice.

<http://case.edu/medicine/msa->

	<a href="#">program/admissions/requirements/</a>
JCU contact person(s) specified?	Not on JCU page; CWRU contact people listed on their page; Kathy Lee, George Lewandowski, and Tanesha Lee are listed in the side bar
Once accepted, what to do?	Information not readily apparent on website
Sample 3 year plan available for 3 plus programs	Not applicable
Assessment	Not clear from the website

## 5. Bolton School of Nursing

Is there a website at the other institution?	Unsure – dead link; another link goes directly to the Nursing school website.
Does it refer to JCU?	Unsure
Is the website a JCU site?	Unsure
Does it refer to the other institution?	Unsure
Is there a devoted website?	Unsure
Description of the program	<p>It mentions a little on the main Partnerships page:  <a href="http://sites.jcu.edu/admission/pages/about/partnerships/">http://sites.jcu.edu/admission/pages/about/partnerships/</a>  Biology majors interested in nursing as a career may choose to enter a cooperative program in pre-nursing/nursing and earn the Bachelor of Science from John Carroll University and the Master of Nursing, Master of Science in Nursing, or Doctor of Nursing Practice from the <u><a href="#">Frances Payne Bolton School of Nursing at Case Western Reserve University</a></u>. <u><a href="#">Learn more here</a></u>.  ...but the “Learn more here” link is dead.</p> <p>It also mentions a little on the main Pre-Health Programs page:  <a href="http://sites.jcu.edu/prehealth/pages/programs/">http://sites.jcu.edu/prehealth/pages/programs/</a>  The <u><a href="#">articulation program with the Bolton School of Nursing at Case Western Reserve University</a></u> where students spend three years at John Carroll majoring in biology followed by completion of the requirements for the Masters of Nursing degree at the Bolton School of Nursing.  ...but here, it’s missing from the navigation bar on the left; and again, the link near the bottom of the center column is dead:  <a href="http://sites.jcu.edu/prehealth/programs/34-doctor-of-nursing-practice-program/">http://sites.jcu.edu/prehealth/programs/34-doctor-of-nursing-practice-program/</a></p>
Clear eligibility specified?	<p>The eligibility should be informative to students who are planning for their majors/careers. It should also be helpful to students who are ready to apply.  Who (HS or JCU and what year; what major(s)) <b>JCU Bio majors</b>  When to apply? <b>Unsure</b>  How to apply (required documents)? <b>Unsure</b>  Criteria: GPA, SAT, ACT, major, course sequence, other experience? <b>Unsure</b>  What happens after application? <b>Unsure</b></p>
JCU coordinator specified	<p>Who appoints contact person(s)? (should respective departments get involved?) <b>On JCU site, Pre-Health Director noted</b>  Clear responsibilities of the contact person(s) should be articulated between the contact person(s) and who appoints them; such document should be available somewhere.</p>

Once accepted, what to do?	Is this a 3-yr or 4-yr program? Any requirements on course sequence or majors? GPA etc? <b>3 years at JCU</b>
Sample 3-yr plan available for 3 Plus programs (ensure JCU core and relevant degree requirement satisfied)	For programs where students spend 3 years at JCU, relevant majors or departments should provide sample 3-yr plan including all required I-core and major courses. If credits need to be transferred back from the partnership institution, the plan should include that information. In summary, the 3-yr plan should clearly lay out a path for prospective students.
Assessment	Who assess the programs and what to assess? Is this success if a student gets JCU degree in xx years? What if they do not get the other intended degree in xx years?

## 6. Ursuline Accelerated BSN

Is there a website at the other institution?	Yes/no – JCU links to Ursuline “Academics”... but have to do a search on the Ursuline site to find: <a href="http://ursuline.edu/Academics/Nursing/BSN_Degree/Accelerated/">http://ursuline.edu/Academics/Nursing/BSN_Degree/Accelerated/</a>
Does it refer to JCU?	No
Is the website a JCU site?	No
Does it refer to the other institution?	JCU refers to Ursuline, not vice versa. Heidelberg is mentioned on the Ursuline page (they have their own admission notes).
Is there a devoted website?	Yes/No. Ursuline has a Accelerated BSN page; JCU is not mentioned <a href="http://ursuline.edu/Academics/Nursing/BSN_Degree/Accelerated/">http://ursuline.edu/Academics/Nursing/BSN_Degree/Accelerated/</a>
Description of the program	<p>As per JCU: <i><u>Ursuline College and John Carroll University have an agreement in which at least two seats per year in the Breen College of Nursing at Ursuline College’s Accelerated B.S.N. Program are designated for John Carroll University graduates. Students may apply to Ursuline College’s Admissions Office (through the Coordinator of B.S.N. Enrollment) as early as the beginning of their junior year at JCU.</u></i></p> <p>Prior to beginning nursing courses, applicants must complete the following courses with a GPA of at least 3.0: Biology 155-158, 213, 230, 230L, 231, 231L, 310, 310L; Chemistry 141-144, 221, 223; Math 122 (or Math 135 and 228); Philosophy 316; Psychology 101, 175; Sociology 101; and Nutrition (offered at other Cleveland area institutions such as Tri-C). In addition, applicants must have a GPA of at least 3.0 in mathematics and science courses and must be in good standing at JCU. Applicants for the two allotted seats will be considered in the order in which applications are received. When the designated seats are filled, other applicants will be considered on a case-by-case basis. Admission is not guaranteed and acceptance into the program is at the sole discretion of Ursuline College. For more information, contact the <b><u>JCU Pre-Health Professions Director</u></b> or visit the website for the <b><u>Breen College of Nursing</u></b> at Ursuline College.</p> <p>The above does not say how many total years; can apply in junior year, but if you start after 4 years at JCU, then 15 months more at Ursuline. Jhon Carroll does not mention 15 months. Ursuline mentions 15 months, but only after searching their web.</p>
Clear eligibility specified?	The eligibility should be informative to students who are planning for their majors/careers. It should also be helpful to students who are ready to apply. Who (HS or JCU and what year; what major(s)) <b>majors not noted</b> When to apply? <b>as early as the beginning of their junior year</b>

	How to apply (required documents)? n/a (“see Ursuline”) Criteria: GPA, SAT, ACT, major, course sequence, other experience? Pre-req courses noted. GPA for specific courses noted. What happens after application? n/a
JCU coordinator specified	Who appoints contact person(s)? (should respective departments get involved?) On JCU site, Pre-Health Director noted Clear responsibilities of the contact person(s) should be articulated between the contact person(s) and who appoints them; such document should be available somewhere.
Once accepted, what to do?	Is this a 3-yr or 4-yr program? Any requirements on course sequence or majors? GPA etc? JCU should link to Ursuline’s Accelerated BSN page, where info is located: 15 month, GPA 2.5 from 1 <sup>st</sup> degree, etc. On JCU’s site: 3.0 in specific courses is mentioned.
Sample 3-yr plan available for 3 Plus programs (ensure JCU core and relevant degree requirement satisfied)	For programs where students spend 3 years at JCU, relevant majors or departments should provide sample 3-yr plan including all required I-core and major courses. If credits need to be transferred back from the partnership institution, the plan should include that information. In summary, the 3-yr plan should clearly lay out a path for prospective students.
Assessment	Who assess the programs and what to assess? Is this success if a student gets JCU degree in xx years? What if they do not get the other intended degree in xx years?

### 7. 3+2 Engineering Program with Case

Is the website a JCU site?	No; has a link to JCU website, but not helpful
Clear eligibility specified?	The eligibility should be informative to students who are planning for their majors/careers. It should also be helpful to students who are ready to apply. Who (HS or JCU and what year; what major(s)) When to apply? How to apply (required documents)? Criteria: GPA, SAT, ACT, major, course sequence, other experience? What happens after application? Physics has it on the physics web, should be linked
JCU contact person(s) specified	Who appoints contact person(s)? (should respective departments get involved?) Clear responsibilities of the contact person(s) should be articulated between the contact person(s) and who appoints them; such document should be available somewhere. No
Sample 3-yr plan available for 3 Plus programs	For programs where students spend 3 years at JCU, relevant majors or departments should provide sample 3-yr plan including all required I-core and major courses. If credits need to be transferred back from the partnership institution, the plan should include that information. In summary, the 3-yr plan should clearly lay out a path for prospective students.  All courses specified; but need to be mapped to JCU designations; Physics has 3-yr plan, on the physics web, should be linked
Assessment	Who assess the programs and what to assess? Is this success if a student gets JCU degree in xx years? What if they do not get the other intended degree in xx years?  No

**8 3+3 with Case law**

Is the website a JCU site?	Yes
Is there a devoted website?	Yes
Description of the program	Yes;
Clear eligibility specified?	<p>The eligibility should be informative to students who are planning for their majors/careers. It should also be helpful to students who are ready to apply.</p> <p>Who (HS or JCU and what year; what major(s)) <b>unclear</b></p> <p>When to apply? <b>unclear</b></p> <p>How to apply (required documents)? <b>unclear</b></p> <p>Criteria: GPA, SAT, ACT, major, course sequence, other experience? <b>Yes</b></p> <p>What happens after application? <b>unclear</b></p> <p><b>Seems for HS; not sure if current can apply (dual admission mentioned)</b></p>
JCU contact person(s) specified	<p>Who appoints contact person(s)? (should respective departments get involved?)</p> <p>Clear responsibilities of the contact person(s) should be articulated between the contact person(s) and who appoints them; such document should be available somewhere.</p> <p><b>There is a contact person</b></p>
Once accepted, what to do?	Is this a 3-yr or 4-yr program? Any requirements on course sequence or majors? GPA etc?
Sample 3-yr plan available for 3 Plus programs (ensure JCU core and relevant degree requirement satisfied)	<p>For programs where students spend 3 years at JCU, relevant majors or departments should provide sample 3-yr plan including all required I-core and major courses. If credits need to be transferred back from the partnership institution, the plan should include that information. In summary, the 3-yr plan should clearly lay out a path for prospective students.</p> <p><b>3 yr program; no sample plan</b></p>
Assessment	<p>Who assess the programs and what to assess? Is this success if a student gets JCU degree in xx years? What if they do not get the other intended degree in xx years?</p> <p><b>No</b></p>

**9. Notre Dame University ESTEEM Program  
(Engineering, Science & Technology Entrepreneurial Masters Program)**

Is there a website at the other institution?	<b>Yes, a very nice one</b>
Does it refer to JCU?	<b>No. There is no list of cohort or feeder schools. It does give the undergraduate schools of current students and alumni.</b>
Is the website a JCU site?	<b>There is a JCU website of ESTEEM. The link is under JCU 101. You can also find it by searching “Notre Dame” in the JCU website. The JCU site does give the name of the “first JCU graduate” in the ESTEEM PROGRAM.</b>
Does it refer to the other institution?	<b>The JCU site devoted to the just the ESTEEM program</b>
Is there a devoted website?	<b>Yes</b>
Description of the program	<b>Yes. It also says that two seats are reserved for JCU students, although the current ND ESTEEM website does not list any students with a bachelor for JCU</b>
Clear eligibility specified?	The eligibility should be informative to students who are planning for their majors/careers. It should also be helpful to students who are ready to apply. Who (HS or JCU and what year; what major(s)) <b>not specified in JCU site</b> When to apply? <b>not specified in JCU site</b> How to apply (required documents)? <b>only provide link to ND program and informational video</b> Criteria: GPA, SAT, ACT, major, course sequence, other experience? <b>not given</b> What happens after application? <b>not given</b>
JCU coordinator specified	Who appoints contact person(s)? (should respective departments get involved?) <b>JCU site only list ND contacts (ND ESTEEM website, e-mail of ND faculty rep.)</b> Clear responsibilities of the contact person(s) should be articulated between the contact person(s) and who appoints them; such document should be available somewhere. <b>not given</b>
Once accepted, what to do?	Is this a 3-yr or 4-yr program? Any requirements on course sequence or majors? GPA etc? <b>The JCU site says it’s an 11-month program “that equips students from technical backgrounds with the skills and experience to launch new businesses, become innovators within large corporations, and be leaders of dynamic, innovative teams.”</b>
Sample 3-yr plan available for 3 Plus programs (ensure JCU core and relevant degree requirement satisfied)	For programs where students spend 3 years at JCU, relevant majors or departments should provide sample 3-yr plan including all required I-core and major courses. If credits need to be transferred back from the partnership institution, the plan should include that information. In summary, the 3-yr plan should clearly lay out a path for prospective students. <b>ESTEEM seems to a program for students with bachelor degrees.</b>
Assessment	Who assess the programs and what to assess? Is this success if a student gets JCU degree in xx years? What if they do not get the other intended degree in xx years? <b>Since it is an independent program for students with bachelor degrees, no JCU assessment is necessary.</b>

**The JCU website gives a summary of the ESTEEM program, a video link, and the ESTEEM site and the name and e-mail of the Notre Dame faculty. It does suggest that it is a “plus” program where students finish their JCU bachelor at ND.**

## 10. Master of Science in Management (MSM)-Operations Research & Supply Chain Management

From <http://sites.jcu.edu/admission/pages/about/partnerships/>

*Our Mathematics and Computer Science Department also offers a five-year program with Case Western Reserve University through which a student can earn a B.S. in mathematics at John Carroll in four years and in one additional year earn an **M.S. in operations research and supply chain management from CWRU.***

JCU website links to <https://weatherhead.case.edu/degrees/masters/ms-management/operations-research-supply-chain/>, which contains curriculum, contact info, admission info, application form.

Contact

Matthew

[matthew.maloney@case.edu](mailto:matthew.maloney@case.edu)

Director, Business Analytics and Operations Research & Supply Chain Master's Programs

Person:

Maloney

**UPDATE: 2/15: Paige Rinker contacted Matt Maloney directly to inquire about program details. There is no longer an arrangement between JCU and CASE concerning this program. References to the program should be removed from our website and bulletin.**

**May 15, 2017 update: this is removed from: <http://sites.jcu.edu/admission/pages/about/partnerships/>**

## 11. Master of Science in Social Administration (MSSA, equivalent to an MSW or Master of Social Work)

From <http://sites.jcu.edu/admission/pages/about/partnerships/>

A special agreement with the **Mandel School of Applied Social Sciences (M-SASS)** at Case Western Reserve University enables qualified psychological science or sociology and criminology majors to enroll in the M-SASS program after their junior year at John Carroll. Successful completion of this two-year program results in a B.S. in Psychological Science or B.A. in Sociology and Criminology from John Carroll and a master's in social work from Case Western Reserve University.

JCU website links to <http://msass.case.edu/academic/masters/>, which contains curriculum, contact info, admission info, application form.

Psychology website mentions the program on <http://sites.jcu.edu/psychology/pages/programs/course-description/> as well as <http://sites.jcu.edu/psychology/pages/current-student-resources/cooperative-32-program-jcu-cwru-mandel-school-applied-social-sciences/>. Sociology website mentions program on <http://sites.jcu.edu/sociology/pages/programs/graduate/>. JCU department websites state “sufficient coursework in social and behavioral sciences by the end of your junior year”, but do not provide details on coursework. Students are directed to the Sociology & Criminology department chair for details.

Is the website a JCU site?	<a href="http://sites.jcu.edu/psychology/pages/programs/course-description/">http://sites.jcu.edu/psychology/pages/programs/course-description/</a>  <a href="http://sites.jcu.edu/psychology/pages/current-student-resources/cooperative-32-program-jcu-cwru-mandel-school-applied-social-sciences/">http://sites.jcu.edu/psychology/pages/current-student-resources/cooperative-32-program-jcu-cwru-mandel-school-applied-social-sciences/</a>  <a href="http://sites.jcu.edu/sociology/pages/programs/graduate/">http://sites.jcu.edu/sociology/pages/programs/graduate/</a>
Is there a devoted website?	<a href="http://msass.case.edu/academic/masters/">http://msass.case.edu/academic/masters/</a>
Description of the program	Master of Science of Social Administration (MSSA) is equivalent to a Master of Social Work (MSW)
Clear eligibility specified?	<p>Who (HS or JCU and what year; what major(s))            Psychology and Sociology majors</p> <p>When to apply?            Before second semester Junior year</p> <p>How to apply (required documents)?            Criteria: GPA, SAT, ACT, major, course sequence, other experience?</p> <ul style="list-style-type: none"> <li>• To qualify, you must:</li> <li>• Demonstrate superior academic ability &amp; achievement during your first 3 years of undergraduate study</li> <li>• Have sufficient coursework in the social and behavioral sciences by the end of your junior year</li> <li>• Have a 3.2 GPA or higher</li> <li>• Obtain a letter of eligibility from the University Registrar at John Carroll University</li> </ul> <p>What happens after application?            Not specified</p>
JCU contact person(s) specified	<p>Who appoints contact person(s)? (should respective departments get involved?)</p> <p><i>For details, including standards for eligibility, consult the chair of the Department of Sociology and Criminology who coordinates this program, during your freshman year.</i></p>



	Clear responsibilities of the contact person(s) should be articulated between the contact person(s) and who appoints them; such document should be available somewhere.
Once accepted, what to do?	Is this a 3-yr or 4-yr program? Any requirements on course sequence or majors? 3+2 program.  GPA etc? 3.2+
Sample 3-yr plan available for 3 Plus programs (ensure JCU core and relevant degree requirement satisfied)	For programs where students spend 3 years at JCU, relevant majors or departments should provide sample 3-yr plan including all required I-core and major courses. If credits need to be transferred back from the partnership institution, the plan should include that information. In summary, the 3-yr plan should clearly lay out a path for prospective students.  Not specified 60 credit hours to complete the MSSA (36 credit hours for advanced standing). The traditional 60 credits can be broken down into 48 academic credits and 12 field education credits. The Advanced Standing program can be broken down into 27 academic credits and 9 field education credits.
Assessment	Who assess the programs and what to assess? Is this success if a student gets JCU degree in xx years? What if they do not get the other intended degree in xx years? Not specified

12. JCU advanced studies:

**5-yr Nonprofit administration**

Is the website a JCU site?	Yes
	Yes, but there is no link to it from the special programs page
Description of the program	The 5th year M.A. in Nonprofit Administration is a program that will allow students pursuing an undergraduate degree to complete either a B.A. or B.S. in any major and a Masters of Nonprofit Administration within a five year time frame. The program is designed so that students meet all of the requirements for graduation in both programs. Students can complete an undergraduate major, apply for admission to the M.A. program in their junior year, begin taking graduate courses in their senior year and complete the M.A. in their 5th year.
Clear eligibility specified?	The eligibility should be informative to students who are planning for their majors/careers. It should also be helpful to students who are ready to apply. Who (HS or JCU and what year; what major(s)) When to apply? How to apply (required documents)? Criteria: GPA, SAT, ACT, major, course sequence, other experience? What happens after application? This is mostly clear, but it was awkward to have to navigate back and

	<p>forth between the special programs page and the dedicated page. Neither page seemed to indicate what happened after applying -- how long the student would have to wait to find out whether they had been accepted, etc.</p>
JCU contact person(s) specified	<p>Who appoints contact person(s)? (should respective departments get involved?)</p> <p>The contact person is Tina Facca. The dedicated page lists affiliated faculty.</p> <p>Clear responsibilities of the contact person(s) should be articulated between the contact person(s) and who appoints them; such document should be available somewhere.</p>
Once accepted, what to do?	<p>Is this a 3-yr or 4-yr program? Any requirements on course sequence or majors? GPA etc?</p> <p>This is a 5th year program. The course sequence is not clearly presented. I could not find it even after trying several links.</p>
Sample 3-yr plan available for 3 Plus programs (ensure JCU core and relevant degree requirement satisfied)	<p>For programs where students spend 3 years at JCU, relevant majors or departments should provide sample 3-yr plan including all required I-core and major courses. If credits need to be transferred back from the partnership institution, the plan should include that information. In summary, the 3-yr plan should clearly lay out a path for prospective students.</p> <p>Sample plans for the fifth year are provided.</p>
Assessment	<p>Who assess the programs and what to assess? Is this success if a student gets JCU degree in xx years? What if they do not get the other intended degree in xx years?</p> <p>None of this is clear from the website.</p>

### English Department 5th Year

Is the website a JCU site?	Yes
Is there a devoted website?	<p>Sort of. you get directed to the English department website and then have to click the link for their MA handbook and then scroll through until you find the information on the 5th year program. It is not easy to find and it does not provide detailed information:</p> <p>The five-year BA/MA in English allows undergraduate English majors at John Carroll University to complete both a BA and an MA in English in five years. The program is designed so that English majors meet all of the requirements for graduation in both degree programs. Students can apply for admission to the MA program in the spring of their junior year, begin taking graduate courses in their senior year, complete their undergraduate major in their senior year, and complete the MA in their fifth year. Both the Literature and Writing tracks for the BA can be pursued in the five-year program.</p> <p>Since one course cannot “double count” for two degrees, the courses taken for the MA degree may not draw upon courses taken for the BA. In other words, MA courses taken while a senior undergrad must be in excess of the credits necessary for the BA. However, with careful planning, an ambitious student can still complete the MA in one</p>

additional year.

Tuition for graduate courses in the senior year is included in the flat tuition rate for 12-18 credit hours. Up to six credits of graduate work can be part of an undergraduate student's full-time financial aid package, which means that six credits of MA work can receive financial aid, depending on the student's status. Tuition in the fifth year is the graduate per-credit tuition rate. There is a 25% discount in the fifth year for JCU Fifth Year students. Federal aid in the form of federal Stafford Loans is also available.

Interested students need to apply for conditional admission in the spring of their junior year, pending their final junior-year grades. Terms for acceptance: an overall undergraduate grade point average of 3.0 or higher; a GPA of 3.3 in their English courses thus far; and a complete MA application, which includes two favorable letters of recommendation, a writing sample, and personal statement. Students are not required to take the GRE. Students whose grades do not meet the minimum criterion may opt to submit a GRE score that may be used to help the student gain admission. To maintain their acceptance in the program, students must graduate with a 3.0 GPA overall.

#### **Sample academic plan**

- Spring of junior year: apply for admission to MA program.
- Senior year: complete undergraduate major. Enroll in one 500-level English class in

the Fall of senior year, and one 500-level English class in the Spring of senior year.

- Summer after senior year: enroll in two MA courses.
- Fifth year: six MA courses (three per semester), and take one area exam during

regularly offered MA exam period in January.

- May of 5<sup>th</sup> year: participate in Commencement exercises (optional).
- Summer after fifth year: finish MA essay. Receive August diploma.

Description of the program

The five-year BA/MA in English is a program that allows undergraduate English majors at John Carroll University to complete both a BA and an MA in English in five years. The program is designed so that English majors meet all of the requirements for graduation in both degree programs. Students can apply for admission to the MA program in the spring of their junior year, begin taking graduate courses in their senior year, complete their undergraduate major in their senior year, and then complete the MA in their fifth year. Since one course cannot be counted twice for two degrees, the courses taken for the MA degree may not draw upon courses taken for the BA. Therefore, MA courses taken while a senior undergrad must be in

	<p>excess of the 128 credits necessary for the BA.</p> <p>Tuition in the fifth year is the graduate per-credit tuition rate. There is a 25% discount in the fifth year for JCU 5th Year students.</p>
Clear eligibility specified?	<p>The eligibility should be informative to students who are planning for their majors/careers. It should also be helpful to students who are ready to apply.</p> <p>Who (HS or JCU and what year; what major(s))</p> <p>When to apply?</p> <p>How to apply (required documents)?</p> <p>Criteria: GPA, SAT, ACT, major, course sequence, other experience?</p> <p>What happens after application?</p> <p>Basic information is provided; one would have to go to the program link through the English department website to get more information but, again, even that is not very detailed.</p>
JCU contact person(s) specified	<p>Who appoints contact person(s)? (should respective departments get involved?)</p> <p>Clear responsibilities of the contact person(s) should be articulated between the contact person(s) and who appoints them; such document should be available somewhere.</p> <p>The program coordinator is George Bilgere; none of the rest of this information is provided.</p>
Once accepted, what to do?	<p>Is this a 3-yr or 4-yr program? Any requirements on course sequence or majors? GPA etc?</p> <p>This is a 5th year program. Requirements are laid out in the MA Handbook accessed through the English department's website -- see above.</p>
Sample 3-yr plan available for 3 Plus programs (ensure JCU core and relevant degree requirement satisfied)	<p>For programs where students spend 3 years at JCU, relevant majors or departments should provide sample 3-yr plan including all required I-core and major courses. If credits need to be transferred back from the partnership institution, the plan should include that information. In summary, the 3-yr plan should clearly lay out a path for prospective students.</p> <p>No sample academic plans are provided.</p>
Assessment	<p>Who assess the programs and what to assess? Is this success if a student gets JCU degree in xx years? What if they do not get the other intended degree in xx years?</p> <p>I imagine the English department does assessment.</p>