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SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS
COMMISSION ON COLLEGES

July 5, 2019

Dr. John D. Gossett
President
McDowell Technical Community College
54 College Drive
Marion, NC 28752

Dear Dr. Gossett:

Thank you for submitting the following substantive change:

Substantive change:
Significant Departure Program
Associate of Applied Science (A.A.S.) in Cyber Crime Technology
Certificate in Cyber Crime Technology - Advanced
Certificate in Cyber Crime Technology - Basic
Submission date:
3/5/2019
Implementation date:
8/1/2019
Case ID:
SC005258

For future reference, the institution is reminded the due dates for submission of a prospectus are:
- January 1 for new programs starting after July 1 of the current year ***or***
- July 1 for new programs starting after January 1 of the following year.

The Associate in Applied Science (A.A.S.) degree program in Cyber Crime Technology prepares students to enter the field of computer crime investigations and private security and supports the institution's purpose, mission, and goals by preparing students to successfully enter the computer crime investigations workforce. Program need was supported by national and state employment growth projections for information security analysts, letters of support from local businesses and educational entities, and prospective student surveys. The program has been approved by the institutional Curriculum Committee, the McDowell Community College Board of Trustees, and the State Board of the North Carolina Community College System.

Courses will be offered on the main campus primarily through traditional seated classes with laboratory components as well as some online and hybrid components. The 69-credit hour program has two embedded certificates: Cyber Crime Technology Basic (17 credit hours) and

Cyber Crime Technology Advanced (16 credit hours). Both certificates can be completed in two semesters, and course descriptions were included.

Three program learning outcomes were noted, each with delienated assessments such as embedded exam questions, evaluation of hands-on labs, exit survey, and capstone project. Discussion of admission and graduation criteria was noted, and the instituion adheres to the calculation of a credit hour as required by the North Carolina State Board of Community College Code.

The Dean of Curriculum will provide program oversight. Full-time instructors will teach general education courses and core courses, and a Faculty Roster Form for a part-time instructor to teach discipline courses was included; faculty qualifications appear appropriate. The Curriculum Dean and Health Science Dean are responsible for monitoring metrics such as enrollment, average class size, percentage of full-time faculty, and faculty/student ratio to ensure a sufficient number of full-time faculty.

Discussion and examples of discipline-specific resources to support the initiative were noted, and resources are expanded through cooperative agreements. Access to databases is available through passwords supplied by the Learning Resource Center (LRC). Formal sessions and one-on-one instruction in the use of library/information resources are conducted during student orientation and also at the request of instructors. Students also receive a library orientation as part of the required ACA 115 Success in Study Skills course. The LRC also houses the Academic Resource Center where students can receive tutoring for specific classes. Students in the program have access to all other established support services such as counseling, tutoring, common computer lab, job placement assistance, and others.

The program will be housed in existing classrooms equipped with computers and audio-visual equipment. Start-up program costs include server/networking equipment and networking hand tools. Annual projected expenditures include instructor salary and supplies offset by allocations based on enrollment from the previous academic year. Financial support appears adequate, and contingency planning was noted.

Institutional effectiveness and assessment are effected through established protocols including strategic/long-range planning, annual planning for all academic programs, and program review on a five-year cycle. Institutional effectiveness plans for each educational program area include outcomes and assessments, results, and use of results. Seven general education competencies for

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program graduates are also systematically measured through exams, portfolios, discipline-specific rubrics, and others.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Associate of Applied Science (A.A.S.) degree program in Cyber Crime Technology and the two embedded certificate programs in Cyber Crime Technology Basic and Cyber Crime Technology Advanced. It was the decision of the Board to approve the programs and include them in the scope of the current accreditation.

Thank you for including a check for $500 to help defray the costs of the prospectus review.

Should you need assistance, please contact Dr. Denise Y. Young at 404-679-4501, ext. 4524 or via email at dyoung@sacscoc.org.

Please include the Case ID number above in all submissions or correspondence about this substantive change.

Sincerely,

Belle S. Wheelan

Belle S. Wheelan, Ph.D.
President

BSW/MAC:lp

cc: Mr. Ladelle Harmon, Director of Institutional Effectiveness
Dr. Denise Y. Young