

Substantive Change Report

Proposal Information:

Proposal Review Date	October 2, 2024 & October 11, 2024
Institution	Northern Marianas College
Type of Substantive Change	Distance Education
Program Name/Location	Associate of Applied Science in Criminal Justice Online
ALO	Charlotte Cepeda
WSCUC Staff	Karen Graham
Committee Reviewers	Fran Horvath PhD Sonny Calderon

Committee Recommendation and Date

Additional Information¹

Interim Approval on 10/11/2024	<input checked="" type="checkbox"/> Notification of Implementation <input type="checkbox"/> Federal Site Visit Required <input type="checkbox"/> International Visit Required <input type="checkbox"/> Fast Track <input type="checkbox"/> Non Compliance <input type="checkbox"/> Competency Based Degree ¹ Items listed above must be fulfilled in order to finalize Substantive Change Approval.
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Commission Approval and Date (for Institutional Tracking)^{2,3}:

Implementation of an approved change must occur within two years of Commission approval. If the change will be implemented more than two years after the approval date, contact your WSCUC Staff Liaison to determine if the change requires re-approval.

² Commission approval of a new degree program signifies that the program is covered by the accreditation of the institution as a whole. Approval by WSCUC should not be represented, in marketing materials or other forms of communication, as program-specific accreditation, such as that bestowed by specialized professional, or programmatic accrediting organizations.

³ Record the date that the Commission took action on this Substantive Change proposal for your records.

Findings of the Committee:

Commendations:

1. The institution is commended for its thoughtfulness and community support in extending access to higher education opportunities for students unable to attend the campus.

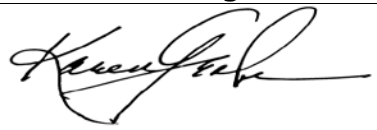
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Recommendations:

1. Administrators must carefully monitor attendance in the four on-campus courses required in the Applied Science degree in Criminal Justice online program which were clear deterrents to past student retention. (CFRs 4.1, 4.2)
2. Prior to implementation of the proposed program, course syllabi must be revised to provide specific course schedules, assignments, technology resources and course and institutional policies. (CFR 2.12)
3. Staff assigned to the preparation of future WSCUC proposals must be knowledgeable about WSCUC expectations for adhering to format, document access and technology needed for proposal completion. (CFR 1.8)
4. Academic Administration must carefully monitor and ensure the reasonable workload for the designated Criminal Justice Program Coordinator. (CFR 3.2)
5. Academic Administration is strongly advised to develop protocol and scheduled activities required of adjunct faculty to discuss and ensure shared understanding of Program Learning Outcomes. (CFRs 2.1, 2.3, 2.7, 3.1, 3.3)
6. The Institution must establish and formally approve a full teach-out policy in accordance with WSCUC standards which is published for access by students and faculty. (CFRs 1.4, 1.5)
7. Any materials used to promote the program in advance of WSCUC approval must clearly state "pending WSCUC approval." (CFRs 1.3)

WSCUC Liaison Signature:



Date: 10/15/2024

Additional Information (if applicable):

Notification of Implementation:

Under Standard One, it is the institution's responsibility to notify WSCUC when a program

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begins. You are required to confirm implementation of the program in order for the program or location to be listed on the WSCUC website for purposes of financial aid eligibility verification by the U.S. Department of Education.

Login to the Accreditation Management Portal and mark this program as Active within 30 days of implementation. Failure to report implementation may result in the suspension of financial aid eligibility for enrolled students. Repeated non-compliance with this requirement could also lead to a sanction of the entire institution under Standard One.