



NORTH CAROLINA AGRICULTURAL AND TECHNICAL STATE UNIVERSITY

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Joint Curricular Venture Online Degree PhD in Technology Management School of Technology

Principles Relevant to All Joint Curricular Ventures

The Commission on Colleges expects integrity to govern the operation of its institutions. (*Principles of Accreditation*, Section 1) Furthermore, institutions are expected to ensure the quality of educational programs/courses offered through consortia relationships or contractual agreements, ensure ongoing compliance with the comprehensive requirements, and evaluate consorcial relationships/agreements against the purpose of the institution. When developing joint curricular ventures, institutions must ensure that:

1. the primary purpose of offering such a course or program is educational.

The School of Technology (SoT) has always been at the forefront of cutting edge technological education. Graduate education is a part of the school's mission to provide top quality education to our students. Currently, the school offers graduate education at master's level. In order to meet the current demand for highly educated professionals who are research capable, as well as being able to teach at college level; the school embarked on a long-term goal to offer its own doctoral degree programs. To make this transition easier, the SoT joined forces with four other reputable institutions to offer a consortium PhD degree in Technology Management. The SoT faculty teaches and chairs students' doctoral dissertation committees. This joint effort has provided the graduate faculty the experience needed to plan and implement a high quality doctoral degree program of it's on in the future. The degree is offered and confirmed by Indiana State University.

2. any course or program offered is consistent with the educational purpose and goals of the institution.

North Carolina A&T State University is a research-intensive institution; thus the consortium PhD in Technology Management was developed to prepare research capable graduates who will be capable of undertaking cutting edge research.

Furthermore, with the assistance of the research assistants, graduate faculty would be able to carry out funded research that supports the university and the SoT mission. This relationship specifically relates to Futures in term of being interdisciplinary, collaborative, and global. It is an online program with the collaboration of five institutions.

3. the institution employed sound and acceptable practices for determining the amount and level of credit awarded for any course or program.

The PhD in Technology Management was developed as a consortium degree with five institutions participating. The degree originates from Indiana State University (ISU); thus, the policy guiding the level and amount of credit to be awarded for the degree follows that of ISU. Currently the degree requires 90 credit hours beyond Bachelor's degree.

4. any course or program has been approved by the faculty and administration.

The School of Technology currently offers several courses that support the consortium program. These courses went through the approval process, as any other new courses on campus. Because the PhD degree is not offered by NCA&T and is not considered a joint degree, the only approval obtained by the SoT is the Memorandum of Understanding signed by the appropriate university officers. Most of the courses that the consortium students take are a part of our Masters of Science in Technology.

Curriculum Approval Process for Courses and new Programs in the SoT:

- New courses originate at the Departmental level and are reviewed by the departmental curriculum committee
- The Departmental Chairperson will submit the courses to the School of Technology curriculum committee for review with their approval
- The School of Technology curriculum committee presents the new courses to the School's body to approve or disapprove
- The approved courses are submitted to the faculty Senate
- After the approval of the faculty senate they are submitted to the Provost office

5. any course or program meets the following standards of the *Principles of Accreditation*:

- Recruitment and counseling of students.

The School of Technology recruits students into the program through its website. Applications are made to ISU for admission consideration. Once a student has been admitted and declared NCA&T as their host institution, a faculty advisor is assigned to work with the student in planning a program of

study. It is the responsibility of the student to make periodic contact with the program advisor until the degree is granted.

- Admission of students to courses and/or to the sponsoring institution where credit programs are pursued.

Admission to the PhD in Technology management is very rigorous. Students must meet a set of admission requirements, including acceptable GRE or GMAT scores, proof of three years experience in the related field, evidence of ability to pursue doctoral level work, etc. Applications are reviewed two times a year by the PhD Consortium council. Once admitted, students are assigned a graduate faculty advisor from his/her declared home institution. The admission decision is made by ISU.

- Evaluation of student progress.

Student progress in the PhD Program is carefully assessed and monitored. Several critical events are used after admission to the program. First, the student must work with an advisor and form a Program Planning Committee and create a written Plan of Study, Second, the student works with the advisor to schedule and sequence course and perform work on the student's Professional Portfolio, Third, a major status check is performed when the student participates in the COT 709 Residency Seminar (about mid-way through the student's Plan), Fourth, students prove their content mastery by taking and passing written and oral Preliminary Exam after all coursework is completed, Fifth, students form a Dissertation Committee and develop and defend their dissertation proposal, Sixth, students defend their dissertation. (Assessment rubrics are used for evaluation of the Preliminary Exam and the Dissertation and Dissertation Defense.)

- Record keeping.

Indiana State University maintains a secure electronic recording keeping process for student registration and grades. In addition, hardcopy transcripts (from other Consortium schools and schools outside of the Consortium) are kept in locked files in the School of Graduate Studies. Individual student files are maintained in the PhD Program Director's office and kept in locked files as well. No information about students is released outside a right and need to know to either a Consortium participants or anyone outside of the University. Any working copies of student application materials (admitted or not) are shredded.

Faculty advisors teaching in the SoT also keep students' records confidential. All student files are stored in a locked file cabinet in the advisor's office.

- Faculty qualifications.

Faculty qualifications: Faculty teaching in the PhD Program at Indiana State University have been approved by the PhD Program Coordinating Council representing each Consortium member. The following faculty participate in the PhD Program at Indiana State University:

Badar	Affan M.	PhD Industrial Engineering (2002)
Baker	Richard	PhD Information Systems (1999)
Beach	David P.	PhD Industrial-Technical Education (1978)
Clyburn	William	Doctor of Education Instructional Tech (1998)
Cockrell	Gerald	Ed.D. Occupational Education (1984)
Croft	William	PhD Mathematics Education (1997)
El Mansour	Bassou	PhD in Educational Administration (1987)
Ellingson	Lee	PhD in Architecture (1997)
English	Robert E.	Ed.D Instructional Systems Tech (1992)
Foster	Tad	Ed.D Technology Education (1989)
Kim	Chul	PhD Construction Mgt. (2002)
Kinley	Edward	PhD Higher Education Administration
Lin	Yuetong	PhD Systems & Industrial Engineering (2005)
Maughan	George	Doctor of Education Tech Ed (1978)
McNabb	Jeff	PhD Curriculum Instruction (1994)
Minty	Gordon	PhD Industrial Education (1984)
Peters	Randell	PhD Curriculum & Instruction (2005)
Schafer	Marion	PhD Curriculum Instr./Car & Tech Ed (2001)
Smallwood	James	PhD Curriculum Inst/Car & Tech Ed (1988)
Yaw	Dorothy Carole	PhD Technology Management (2005)
Zhou	Ming	PhD Systems & Industrial Engineering (1995)

The following NCA&T faculty members have been approved by ISU to teach and serve on doctoral committees:

Dewayne Brown	PhD Electrical Engineering
Vincent Childress	PhD Technology Education
Derek Dunn	PhD Electrical Engineering
Fereshteh Fatehi	PhD Electrical Engineering
Claude Hargrove	PhD Computer Engineering/Biological Engineering
Devang Metah	DIT, Industrial Technology
Ivan Mosley	PhD Technology Education
Robert Pyle	PhD Educational Administration
Ji Yao Shen	PhD Mechanical Engineering
Musibau Shofoluwe	DIT Industrial Technology
Cynthia Thompson	PhD Technology Education
Li-Shiang Tsay	PhD Information Technology
Earnest Walker	PhD Technology Education/Educational Administration

- Facilities.

The consortium PhD in Technology Management utilizes an on-line delivery system. Despite that, students have electronic access to the university's online database of thousands of journal articles and other periodicals. The PhD fellows have access to private student office as well as other university resources available to other PhD students on campus.

At ISU, PhD students have physical as well as electronic access to holdings at the Indiana State University library. Electronic access to extensive databases and ultimately to published sources through the library is nearly universal. Nearly all major electronic access databases are available. Student study carrels are available upon request as well as interlibrary loans. Students have access to labs or flight simulators appropriate to their work and may choose from any of the eleven labs equipped with approximately a million dollars of equipment and resources each. The University's Office of Sponsored Programs assists faculty and doctoral students in searching for potential funding sources as well as proposal development.

- Instructional resources.

Faculty and students have access to two and a half million items at the Indiana State University library. Computers, reference services and database searching services are readily available. Also, electronic reserve services are available through the ISU library in order to support instruction. In addition, several Centers across the campus support the creation, management and use of an electronic course delivery system (Blackboard). These services are available on-site as well as at a distance.

NCA&T State University also maintains a cmodern library with thousands of books and electronic periodicals. Doctoral students have access to online as well as interlibrary loan opportunities. The library is staffed with knowledgeable people to help students find whatever they need.

- Transcribing credit.

Transcribing credit: Students taking courses at Consortium universities must transfer those course credits to Indiana State University at several times during their Program (See Evaluation of Student Progress above). This is because Indiana State University is the degree granting institution. All required courses for the Program have previously been approved by the Consortium so the transcript process is used to prove that individual courses have been taken, not to judge appropriateness. Courses that have not been previously approved by the Consortium are judged appropriate by the student's advisor and committee. Upon this approval, transcripts are requested, recorded in the student's file held in the PhD Program office, the School of Graduate Studies' office and the Registrar's Office.

Guidelines for Joint Curricular Ventures with Regionally-Accredited Institutions

When developing joint curricular ventures with regionally-accredited institutions, member institutions must be able to demonstrate compliance with the principles identified for all joint curricular ventures and should also ensure that the contract:

1. is executed only by duly designated officers of the institution and their counterparts in the contracting organization. While other faculty and administrative representatives will undoubtedly be involved in the contract negotiations, care should be taken to avoid implied or apparent power to execute the contract by unauthorized personnel.

A Participation Agreement was reviewed by the legal office of NC A&T State University and signed by the Chancellor on July 13, 2000.

2. establishes a definite understanding between the institution and contractor regarding the work to be performed, the period of the agreement, and the conditions under which any possible renewal or renegotiation of the contract would take place.

As a participating Consortium Member, established to provide a Ph.D in Technology Management, we accepted our responsibilities in good faith and seek to actively support the program as approved by the Indiana State University Board of Trustees and the Indiana Commission for Higher Education. Any party to this agreement may withdraw from participation upon a six-month written notice to the other parties.

3. establishes guiding principles for the curricular joint venture and defines
 - both administrative and academic leadership responsibilities

In the Participation Agreement we agreed that a Ph.D. Program Coordinator would provide leadership. Dr. Musibau Shofoluwe a Professor in the School of Technology is serving as the Program Coordinator.

- evidence of success
Number of students in the program 165 and the number of students that finish the program is 42 confirmed graduates.

4. includes a teach-out agreement that protects enrolled students in the event that it is terminated or renegotiated.
We have no record of an agreement that protects enrolled students in the event that the consortium is terminated or renegotiated. Students are enrolled as a PBS

student and are protected as all other PBS at NC A&T State University. PBS is a Post Bachelor Student status for none degree seeking enrollment.

5. provides procedures for handling grievances regarding any aspect of the course or program and for addressing perceived breaches of the contract.

We have no record of an agreement for handling grievances as part of the consortium. Students are enrolled as a PBS student with all the rights of other PBS students at NC A&T State University. Departments and School policies are in place to handle student complaints. The grade appeal process is composed of three levels. The levels are: the faculty member, the Department chair, and the Dean; who initiates a hearing by the appeal committee. If the process reaches the committee, the committee will render its decision to the Dean of the School of Technology as outlined in the parameters of Procedures in our SoT handbook.

6. clearly defines

- the institution awarding the credit

Indiana State University

- the courses, programs, and services included in the contract

The MOU states that a Consortium Member University will seek all opportunities to provide the following: Seek to have courses approved by the Graduate consortium coordinating council and to deliver these courses by the appropriate means, meeting the schedule for delivery established by the Council.

- how outcomes assessment will be provided

Indiana State University will provide the assessment for the total program. We assess the students that are taking our courses with course evaluation and faculty evaluation with all the other students that are enrolled.

- how appropriately qualified faculties of the contracting entities will periodically review the courses and the programs

Indiana State University consortium council program coordinators meet periodically to review the courses and programs.

- how appropriate student support services will be assured

A: The following Support Services are available to Distance Learning Students:

CDL will provide:

- **Registration assistance**, if needed
- Assistance with logging into Blackboard
- Online Blackboard Tutorial (CDL Blackboard Student Support Website, <http://fac.ncat.edu/dist/bbstudents/>)
- **Drop and Withdrawal requests** for DL students who do not live in close proximity of the University, if needed (As long as the request is received before the deadline)

eLearning Systems and the Help Desk will provide:

- Blackboard Training (eLearning Systems)
- Assistance with logging into Blackboard (eLearning Systems)
- Email Assistance (**Help Desk**)

Other Student Support Services for Distance Learning Students

- Online Admissions (**Undergraduate Admissions & Graduate School**)
- Online Tuition and Fee Payment (**Treasurer's Office**)
- Online Textbook purchasing (**University Bookstore**)
- Financial Aid (**Financial Aid Office**)
- Academic Advising (**Colleges & Schools**)
- Banner Student ID Retrieval (**Registrar's Office**)
- Counseling Services Online Screening (**Counseling Services**)
- Career Counseling (Career Services)
- Online Library Services (**Ferdinand Bluford Library**)
- Transcripts (**Registrar's Office**)

- how access to learning resources will be assured.

Indiana State University Degree Program is an online consortium with five Universities involved in the program. Students have access to all five of the Universities libraries and other electronic resources.

7. specifies financial compensation for services provided by each contracting entity and sets forth a mechanism to account for those services.

The program is a partnership between the five institutions Bowling Green State University, Central Missouri State University, East Carolina University, North Carolina A&T State University and Indiana State University.

Specifies financial compensation for services provided by each participating University is not account for in the agreement. The agreement does provide for support for students that select the various institutions as their Home University.

8. meets all requirements for federal and state student aid programs that might be used by students of the contracting entities.

N/A No Ph.D. Consortium students have ever applied for financial aid here a NC A&T SU. They register for our courses as a PBS graduate student.

9. submitted to federal and state agencies, when required by regulations, and to the Commission on Colleges for approval of substantive changes.

N/A There is no record in the School of Technology of General Administration approval. The only approval on file in the SoT is a MOU signed by the chancellor.