

## BACKGROUND AND REQUEST

### Gallipolis Career College

#### EXECUTIVE SUMMARY AND RECOMMENDATION

**Gallipolis Career College meets the Chancellor's minimum standards, and the review team recommends provisional authorization for the proposed degree programs. Provisional authorization will continue through December 31, 2012, contingent upon continuing accreditation by the Accrediting Council for Independent Colleges and Schools (ACICS), continuing recognition from the State Board of Career Colleges and Schools, and contingent upon the Chancellor's written approval of progress reports that demonstrate satisfactory progress toward compliance with all standards. The Chancellor shall withdraw provisional authorization if, in the Chancellor's judgment, the progress reports do not demonstrate satisfactory progress in any area. Progress reports are due by May 1, 2009, April 1, 2010, and April 1, 2011. A follow-up review will be performed prior to December 31, 2012 to determine continued authorization of the programs.**

**Profile:** Gallipolis Career College is a co-educational, for-profit career college founded in 1962 under the name of Gallipolis Business College and later known as Southeastern Business College. The Shirey Corporation, locally owned by Robert and Jeanette Shirey, purchased the college in 1990 and later changed its name to Gallipolis Career College in 1998.

Today, the school offers diploma and applied associate degree programs related to its mission of providing "students with the knowledge, skills and attitudes that will enable them to seek and secure careers in business, industry and government."

**Accreditation/Authorization:** Gallipolis Career College is accredited by the Accrediting Council for Independent Colleges and Schools (ACICS) and is recognized by the State Board of Career Colleges and Schools (SBCCS). This is the college's first request to the Chancellor and the request is in response to HB 119 of the 127<sup>th</sup> General Assembly, which requires the Chancellor's authorization for associate degree programs in proprietary colleges and schools as a condition of their students' use of OIG/OCOG funds, a state needs-based financial aid program.

**Program Information:** Gallipolis Career College is seeking authorization for the following programs:

- Associate of Applied Business in Accounting
- Associate of Applied Business in Business Administration
- Associate of Applied Business in Executive Office Administration
- Associate of Applied Business in Executive Office Administration with a Major in Medical Office Administration
- Associate of Applied Business in Computer Applications Technology
- Associate of Applied Business in Computer Applications Technology with a Major in Technical Support Specialist

Each program requires at least 90 quarter hours for completion and includes course work in general education, applied general education and the technical/occupational area.

**Review Results:** The external review team noted numerous strengths during the review, including: the college's focus on student success; its strong reputation in and commitment to the community that it serves, the stability of the faculty and staff; the college's solid financial standing, and its use of transition courses for students who are not ready for college-level mathematics and English.

The team also noted several areas of non compliance with the Chancellor's standards and recommended that the institution: enhance the rigor and breadth of its general education curriculum to be consistent with state standards for applied associate degree programs; improve library holdings and services; improve the mechanisms used to measure and improve program outcomes; and improve the credentials of full-time and part-time faculty members in the general education and technical areas to meet the Chancellor's faculty standards.

The institution responded appropriately to the recommendations of the consultants' report by demonstrating how the recommendations were accepted and integrated into the proposed programs, or, in the case of recommendations that could only be complied with over time, by presenting a clear plan for the implementation of the recommendations and a timeline for such.

**Recommendation to the Chancellor:** Gallipolis Career College meets the Chancellor's minimum standards, and the review team recommends provisional authorization for the proposed degree programs. Provisional authorization will continue through December 31, 2012, contingent upon continuing accreditation from ACICS, continuing recognition from the SBCCS, and contingent upon the Chancellor's written approval of progress reports that demonstrate satisfactory progress toward compliance with all standards. The Chancellor shall withdraw provisional authorization if, in the Chancellor's judgment, progress reports do not demonstrate satisfactory progress toward compliance with standards in any area. Progress reports, reviewed at the college's expense, are due by May 1, 2009, April 1, 2010, and April 1, 2011. A follow-up review will be performed, at the college's expense, prior to December 31, 2012 to determine continued authorization of the programs.