April 20, 2021

The following information is provided from the Associate Degree Board of Commissioners accreditation decisions from the April 20, 2021 virtual meeting.

Business programs identify opportunities for improvement, along with ACBSP, to help them plan to move to higher levels of academic excellence. ACBSP’s Core Value of Continuous Improvement and Organizational Learning, that "Business schools and programs should pursue regular cycles of planning, execution and evaluation of every process and system. Ongoing improvement of these processes and systems leads to ever higher quality and student/stakeholder satisfaction." The institution and ACBSP identified these standards as having some opportunities for improvement.

**INITIAL ACCREDITATIONS FOR SPRING 2021**

**Rowan College of South Jersey (Sewell, NJ, USA)**

*Strengths*

**Criterion 1.1 Leadership Strategies**

- In interviews with multiple groups of individuals from the campus community, the participants were extremely complimentary of the leadership roles that Dr. Keating, President, and Dr. Claghorn, Business Studies Dean, play at Rowan College of South Jersey. They were identified as driving forces in the positive direction of both the College and the Business Studies Department.

*Categories: Approach, Results*

**Criterion 2.2 Current Strategic Plan**

- The College is to be commended that despite decreased student enrollment and the COVID pandemic, Rowan College of South Jersey has not laid off one member of the administration, faculty or staff.

*Categories: Approach, Results*

**Criterion 2.4 Facilities**

- The Business Unit strives to forge partnerships with community and area business leaders. The Business and Corporate Center houses not only the Business Unit offices, classrooms, labs, study spaces and gathering areas but the College and Business Unit also encourage groups like the various Chambers of Commerce, Workforce Development, Southern New Jersey Development Council and others to use the facility and host events at no rental cost and encourage them to invite students and faculty to attend.

*Categories: Deployment, Improvements*

**Summary of Standard 2 - Strategic Planning**

- As verified by Dr. Keating, President of RCSJ, and other members of the college, the core values of the Strategic Plan are always at the forefront of directions the college goes but allows for the flexibility to make changes as
situations dictate. An important change incorporated into the current Strategic Plan was the inclusion of a document titled “Foundational Excellence Through Diversity, Equity, and Inclusion: A Strategic Action Plan.” This action plan was designed to enhance the breadth and depth of college perspectives to ensure a welcoming and inclusive environment for all members of both campus communities.

**Categories:** Approach

**Criterion 3.1 Stakeholders**

- The Business Unit finds it beneficial to include current students and alumni of the program as advisory board members.

**Categories:** Approach, Results

**Criterion 4.2 Program Evaluation**

- Except for the master schedule, the program review process is conducted by the faculty members teaching in the Business Unit. The faculty are assisted by the division Dean and members of the Institutional Research Office and the Academic Compliance Office. After completion of the report, the entire Business Unit faculty has access to the findings. The results of the program review report can improve performance and lead to program changes throughout the next several years such as the recommendation to apply for ACBSP accreditation.

**Categories:** Approach, Deployment, Results

**Criterion 5.1 Human Resource Planning**

- As a measure of satisfaction, most of the Business Unit retirees leave with over 40 years experience, which is a testament to their dedication to the college and an indication that they have found value and satisfaction in working at this institution.

**Categories:** Approach, Deployment, Results

**Criterion 5.2 Faculty Qualifications**

- The Business Unit faculty are well qualified to teach based on ACBSP criteria. Most of the Business Unit teaching faculty are Master’s or Doctorate Degree Qualified and many with MBA's.

**Categories:** Approach, Deployment, Results

**Criterion 5.6 Faculty Evaluation**

- After interviewing students and alumni, the common thread heard was the teaching excellence of the Business Unit faculty and their strong student commitment.

**Categories:** Approach, Deployment, Results

**Criterion 5.8 Faculty Instructional Development**

- Opportunity exists for Business Unit faculty to improve online teaching skills through the required 4 week instructor-led Effective Online Teaching and Learning course in Blackboard.

**Categories:** Approach, Deployment, Results

**Criterion 6.8 Support Services**
The Business Unit and its Advisory Board benefit by having exceptional support from administration, such as from Dr. Patricia Claghorn, Dean-Business Studies and Dr. Candice Racite, Dean - Internship and Career Planning. As the internship program grew and showed much benefit to students, the College created a new Internship and Planning Department and selected Dr. Racite to be the Dean. Through this new department, there has been recruitment of Business Advisory Board members, business and community members help in providing mock interviews, help with resume writing, and job placement. Moreover, the internship program includes paid positions that has been very beneficial for students to gain experience cover expenses, and help them gain employment after graduation.

**Categories:** Results

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**REAFFIRMATIONS FOR SPRING 2021**

**Columbia State Community College (Columbia, TN, USA)**

*Strengths*

**Criterion 1.1**

- The site visit team confirmed a comprehensive approach by the College leadership to address mission, values, community responsibility, and impact on the community they serve.

**Categories:** Approach

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**Criterion 3.3**

- The site visit team confirmed best-in-the-class practices in the advising process. The advising process includes the advising department onboarding process, which consists of the first 24 credits, providing each student with a faculty advisor meeting each semester. Faculty approval is required for students to register for classes and for submission of intent to graduate. This process mitigates taking unnecessary classes or changing majors, causing a delay in degree/certificate completion, which increase persistence and completion.

**Categories:** Approach, Deployment, Results, Improvements

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**Criterion 3.4**

- There is a demonstrated connection between Advisory Board Meetings and decision-making related to cancelation and creation of programs. External advisory board members provided two examples, the Mobile Technologies, and Data Science, as reported in the self-study. The site visit team confirmed they are invested and satisfied with their input and involvement. One member did request more frequent meetings (twice a year) versus only once.

**Categories:** Approach, Deployment, Results, Improvements

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**Criterion 5.1**

- The Business Unit's academic plan has a correlation to the overall strategic plan of the College. This was identified with the creation of programs and certifications and the need for increased staff.

Overall, quality of instruction is listed above 90% for the self study year. This supports their emphasis on the virtual instruction expectations of faculty.

**Categories:** Approach, Deployment, Results, Improvements
Criterion 5.1.C.

- The College has a Handbook dedicated to part-time faculty. It is an excellent resource for new part-time hires.

  **Categories:** Approach, Deployment

Criterion 5.2

- There are various opportunities for faculty to achieve professional development. Conversations with the Dean allow for discussion and support to pursue additional training. The College is flexible in offerings and has a website dedicated to marketing different opportunities. LinkedIn Learning is widely used for professional development.

A very generous Employee Assistance Plan is utilized by faculty for advanced degrees.

  **Categories:** Approach, Deployment, Results

Criterion 5.2.A.

- Having an Equivalency Policy that tracks and standardizes variances to load adjustments is a strength. This demonstrates equitable practices among faculty.

  **Categories:** Approach, Deployment, Results, Improvements

Criterion 5.3

- The site visit team confirmed the College's best practices in the curriculum redesign process. The process includes three reviews, including different areas of expertise.

  **Categories:** Approach, Deployment, Results

Criterion 5.4

- Between the Employee Development Program and Professional Development Goals, the College recognizes and supports continuous development in enhancing teaching and learning and currency in the field. Two examples were: training faculty to teach an alternative delivery class is required along with assisting faculty in understanding their role as advisor.

  **Categories:** Approach, Deployment, Results

Criterion 7.1

- The Site Visit team confirmed the College and the Business Unit have educational processes to support the students' success.

  **Categories:** Approach, Deployment