ARMF – Academic Resource Management Form

Effective Spring 2016

Directions: This form should be completed using 11-point font or larger, and should be no longer than six pages (excluding the signature/comment pages and references). For purposes of expediting the resource review, forms may be forwarded electronically by the initiator and from one administrative level to another.

Procedures:

1. Initiator of proposal for curriculum/program change completes ARMF and submits to appropriate chairperson/supervisor.
2. Chairperson/supervisor reviews ARMF, provides comments, and forwards to appropriate Dean.
3. Dean reviews ARMF, provides comments, and forwards to Office of Provost.
4. Office of Provost sends electronic copies of ARMF to a committee called the Academic Resource Management Committee (ARMC) composed of the Provost, Academic Deans, Vice President of Finance and Administration (or designee), and University Faculty Senate President (or designee).
5. Office of the Provost will schedule a meeting. An electronic copy of the proposal will be sent to all faculty five working days in advance of the meeting.
6. Meeting dates will be held on a regular schedule – third Tuesday of the month - during the academic year beginning in September and ending in April. An additional meeting date will be offered in July.
7. During the meeting, the initiator will present information on his/her proposal to the ARMC. The initiator may invite others to present information on behalf of the proposal.
8. Following the presentation, the ARMC will vote on the proposal. The vote will determine whether the Committee:
    a. recommends immediate use of resources in support of the proposal,
    b. recommends that the proposal be held in abeyance until such time when resources may be available, or
    c. does not recommend use of resources for the proposal.
9. Recommendation is forwarded by ARMC to initiator.

Name(s) of proposal initiator(s): Kim Moore and Adam Miller
Department(s)/College(s): Occupational Therapy Asst/Rehab and Sport Professions/CPS

Type of curriculum change (check one):

☐New major requiring new courses/resources
☐New Concentration in existing degree/program
☒Curricular customization of existing program for off-campus cohort group
☐New Minor or certificate requiring 3 or more new courses and/or new resources
☐Existing program redirection or shift in emphasis (3 or more new courses and/or new resources). If program is adding the same number of courses as it is eliminating (= no net change in number of courses), no ARMF is necessary.

1) Name of degree, major, concentration, certificate, or minor. Briefly describe the curriculum plan/template. The objective outlined in this proposal is to expand the Associate of Applied Science with Occupational Therapy Assistant (OTA) major by offering the program at new locations – Hillsboro (Southern State) and Lawrence County (South Point Regional Educational Partnership Center). The curriculum will be consistent with the current curriculum offered on the main campus, but with the possibility of staggering the fieldwork component.

2) Target date for implementation. Fall 2017

3) Briefly explain the rationale for this initiative. If the initiative involves customization of an existing program for delivery to an off-campus cohort group, also explain the nature of the proposed curricular customization. The Occupational Therapy Occupational outlook forecasts for OTAs are robust both nationally and regionally as evidenced by the BLS projections and the state "In-Demand Jobs" reports for Ohio and Kentucky. This Evidence of these occupational forecasts are further described in Section 6 below. Offering the Associate OTA degree at a new campus will strengthen SSU's presence in new markets (e.g. Tri-state market of Ashland – Huntington – Lawrence County), while filling a need for OTA education in that market. The curriculum will mirror the current SSU curriculum but will be offered away from main campus.

4) Are there similar programs at other Ohio or regional universities? If so, where? What is the enrollment in the other programs? Currently, there is only one accredited OTA program in the entire state of West Virginia – this program is 120 miles (2 hr drive) from the proposed site in South Point. There are no accredited OTA programs west of the Louisville and Greater Cincinnati markets in the state of Kentucky. Shawnee State University offers the only accredited OTA program in the southeast part of the state of Ohio – the closest locations are in Zanesville to the North, Dayton to the Northwest and Cincinnati to the West.

College or University in Ohio Offering Accredited OTA Programs
Brown Mackie College - *Akron and Findlay, OH campuses*
Cincinnati State Technical and Community College - *Cincinnati, OH*
Cuyahoga CC -*Parma, OH*
James A Rhodes State College - *Lima, OH*
Kent State University - *Ashtabula and East Liverpool, OH campuses*
Marion Technical College - *Marion, OH*
North Central State College - *Mansfield, OH*
Owens Community College - *Perrysburg, OH*
Shawnee State University - *Portsmouth, OH*
Sinclair Community College - *Dayton, OH*
Stark State College - *North Canton, OH*
Zane State College - *Zanesville, OH*

5) Briefly explain any similarities of the proposed initiative (program objectives and/or curriculum) with already established SSU programs: The curriculum will same as the current SSU program but will be offered at additional locations (i.e. Lawrence County {South Point} and Hillsboro).

6) Briefly describe indicators of the employment market for students completing this initiative, including sources used for employment information/data. **According to the Bureau of Labor Statistics, the projected growth (42.7%) for Occupational Therapy Assistants (OTAs) is significantly higher than the projected growth (6.5%) for all occupations. State career statistics are outlined below:**

Occupational Outlook

a) OTAs were listed as an "In-Demand Occupation" by OhioMeansJobs in April 2016 (Shown in embedded report).

Ohio In Demand
Jobs April 2016.pdf

b) According to the Kentucky Occupational Outlook to 2022, Occupational Therapy Assistants are among the "Twenty Kentucky Occupations with the Most Annual Job Openings Generally Requiring and Associate's Degree." Additionally, Occupational Therapy Assisting is the 2nd Fastest growing Kentucky Occupation that generally requires an Associate's Degree. See pages 14 and 15 of the embedded report:

Kentucky
Occupational Outlo

c) Regional projected growth and median salary for Occupational Therapy Assistants are shown in Table 1 (below).

Table 1, Occupational Growth for Occupational Therapy Assistant by Region (Source: BLS Employment Projections and O*Net)

Region (Projection Timeline)	Projected Growth	Median Salary
United States (2014-24)	42.7%	$56,950
Ohio (2012-22)	36%	$56,420
Kentucky (2012-22)	49%	$56,690
West Virginia (2012-22)	N/A	$56,830

7) Briefly describe indicators of potential student interest/demand for the new initiative, including sources used for student market information/data. In the past several years the applications and calls for additional information have increased from both the South Point and the Hillsboro areas. Increased student interest in the Occupational Therapy Assistant Program, however, some students are not able to relocate or manage to drive the extended distance for various reasons to attend SSU in Portsmouth. Expanding into these additional markets would increase the number of students and increase the number of clinical contracts available for fieldwork experiences.

8) To what extent will this initiative draw new students to SSU? To what extent will it draw students from existing programs? Expanding into these areas would increase the application pool for all three locations. With our current program and space, we are limited to the number of students that can be accepted each year. As a result students are hearing how difficult it is to get accepted, so they apply to other professional programs. With the expansion this will open up for many new students to achieve success and with the potential to remain in the SSU system for their BA degrees and possibly their masters in occupational therapy. As for drawing students from other programs, we offer lower rates

and higher graduation rates than other programs 2+ hours away.

9) Approximately how many students are expected to enroll? Include rationale for estimates.

14 in the first year per new location. 46 after three years per new location.

See accompanying financial analysis for the Projected Enrollment Years 1-3.

10) At which SSU campuses/regional centers or other sites will the initiative be offered? SSCC and South Point Higher Education Regional Partnership.

11) Will Internet or other distance learning technology be used for course/program delivery? Describe. Possibly some courses will be blended learning in the future.

Complete questions 12, 13, 14 in consultation with department administrator and/or dean.

12) Provide a rough estimate of the resources needed to implement the initiative. Please attach a three year budget to include faculty salaries plus benefits, library materials estimate, equipment and classroom materials estimate, and renovation estimate. Attached Spreadsheet

13) Project the resources that could come from reallocation within the department or college and the new resources that would be required. No resources will be reallocated. This will be all new resources.

14) Are there new space needs? If so, how much? How would the space be used? Has existing space been identified? If so, where? Is renovation/remodeling necessary? Per our accreditation standard A.2.18. Classrooms and laboratories must be provided that are consistent with the program's objectives, teaching methods, number of students, and safety and health standards of the institution, and they must allow for efficient operation of the program. A.2.21 Adequate space must be provided to store and secure equipment and supplies. New space will be required at both locations in South Point and Hillsboro.

15) Is there professional accreditation for the program? Is it required or voluntary? Will accreditation be sought, and when? What will be the one- time and ongoing costs of accreditation? Program will be accredited. Proper notifications and procedures will be followed to ensure accreditation at new site as an extension of the current accredited program at SSU.

16) Has there been preliminary discussion with other departments/colleges that will be involved in course/program delivery? If yes, what was the feedback? No specifics regarding this program. South Point has expressed desire on multiple occasions for SSU to offer some form of academic programming on their site. SSCC has expressed interest in SSU offering academic programming on their campus. Since, external sites will be involved the ARMF, we will wait on the ARM Committee before reaching out.

Department Faculty's signature: Kimberly J. Moore, MOT, OTR/L Date 7-14-16

Note: Faculty signatories are tenure-track faculty who are involved with initiation of the proposal or who

Note: Faculty signatories are tenure-track faculty who are involved with initiation of the proposal or who are collaborating with an administrator on the proposal.

Comments: Click here to enter text.

Department Chair's signature: _____ Date 7/14/16

Note: If this is an interdepartmental initiative, include additional Department Chairs' signatures

Comments: Click here to enter text.

Dean's signature: _____ Date 7-14-16

a) For cross-college initiatives, include additional signature(s) of Dean(s)
b) For existing programs customized for off-campus delivery to a cohort group, include College and Deans' signatures

Comments: Click here to enter text.

Provost's Signature: _____ Date _____

☐ Recommendation of immediate availability of resources in support of the proposal.

Comments and/or suggestions: Click here to enter text.

☐ Recommendation for proposal to be held in abeyance.

Comments and/or suggestions: Click here to enter text.

☐ Not recommended for use of resources.

Comments and/or suggestions: Click here to enter text.

Needs Analysis for
Occupational Therapy Assistant Program

Occupational Outlook

1. OTAs were listed as an "In-Demand Job" by OhioMeansJobs in April 2016.

Ohio In Demand
Jobs April 2016.pdf

2. According to the Kentucky Occupational Outlook to 2022, Occupational Therapy Assistants are among the "Twenty Kentucky Occupations with the Most Annual Job Openings Generally Requiring and Associate's Degree." Additionally, Occupational Therapy Assisting is the 2nd Fastest growing Kentucky Occupation that generally requires an Associate's Degree. See pages 14 and 15 of the embedded report:

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3. The projected growth for Occupational Therapy Assistant is much higher than the average (See Table below)

Table 1. Occupational Growth for Occupational Therapy Assistant by Region (Source: BLS Employment Projections and O*Net)

Region (Projection Timeline)	Projected Growth	Median Salary
United States (2014-24)	43%	$56,950
Ohio (2012-22)	36%	$56,420
Kentucky (2012-22)	49%	$56,690
West Virginia (2012-22)	N/A	$56,830

4. The Table below indicates similar programs within the state

Table 2. Locations (Source: O*Net and ACOTE)

College
Brown Mackie College *Akron and Findlay, OH*
Cincinnati State Technical and Community College *Cincinnati, OH*
Cuyahoga CC *Parma, OH*
James A Rhodes State College *Lima, OH*
Kent State University *Ashtabula and East Liverpool, OH*

Marion Technical College *Marion, OH*
North Central State College *Mansfield, OH*
Owens Community College *Perrysburg, OH*
Shawnee State University *Portsmouth, OH*
Sinclair Community College *Dayton, OH*
Stark State College *North Canton, OH*
Zane State College *Zanesville, OH*

5. Geographical Market Advantage

Currently, there is only one accredited OTA program in the entire state of West Virginia – this program is 120 miles (2 hr drive) from the proposed site. There are no accredited OTA programs west of the Louisville and Greater Cincinnati markets in the state of Kentucky. Shawnee State University offers the only accredited OTA program in the southeast part of the state of Ohio – the closest locations are in Zanesville to the North, Dayton to the Northwest and Cincinnati to the West. This is illustrated in Figure 1-3 below.

South Point, OH

Offering the Occupational Therapy Assistant program in the Huntington – Ashland - Ironton (i.e. South Point) market would not only promote a stronger presence for SSU in this region, but would also fill the educational void for the OTA profession in the Western Kentucky and West Virginia markets as shown through the projected growth and location of accredited programs.

Hillsboro, OH

Offering an OTA program in Hillsboro area would strengthen SSU's offering in Highland, Adams and Ross Counties, and provide another location to receive OTA Education in the Southeastern Region of the State to meet the projected growth of OTA's in the state.

Needs Analysis for
Occupational Therapy Assistant Program

Figure 1. Geographical Layout of ACOTE Accredited OTA Programs (SSU is Blue)

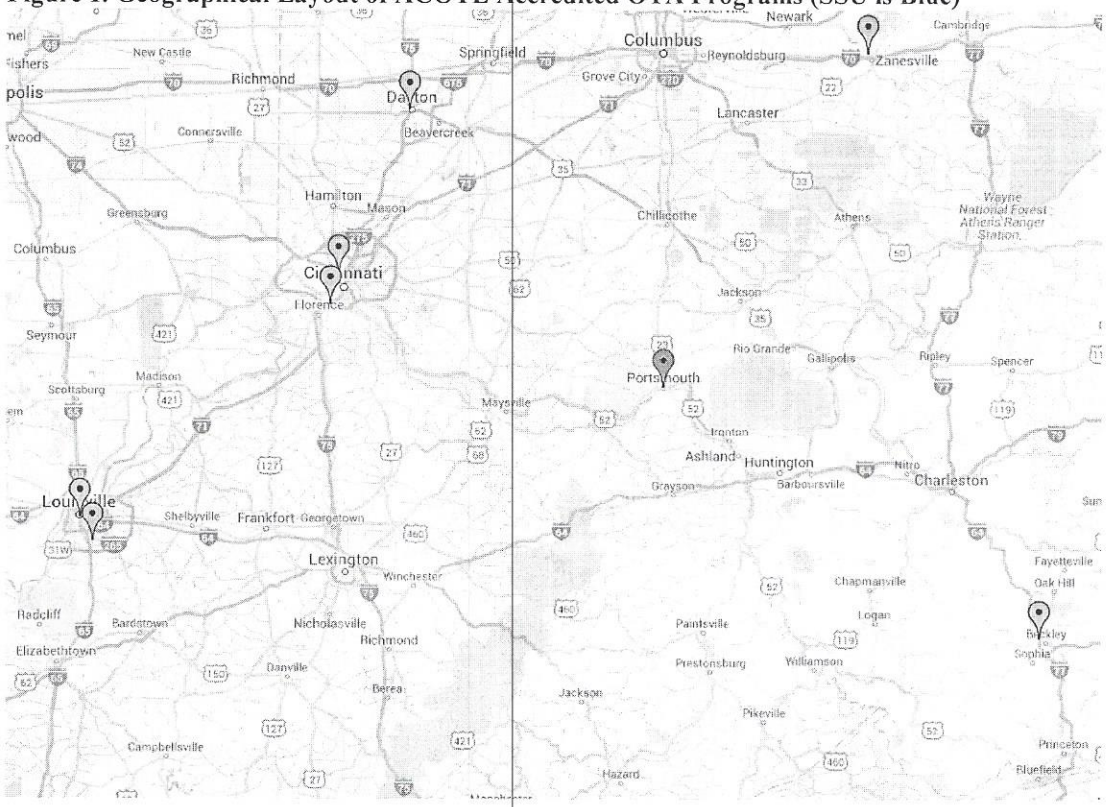


Figure 2. ACOTE Accredited OTA Programs Including Prospective Expansion Sites (Shaded Green)

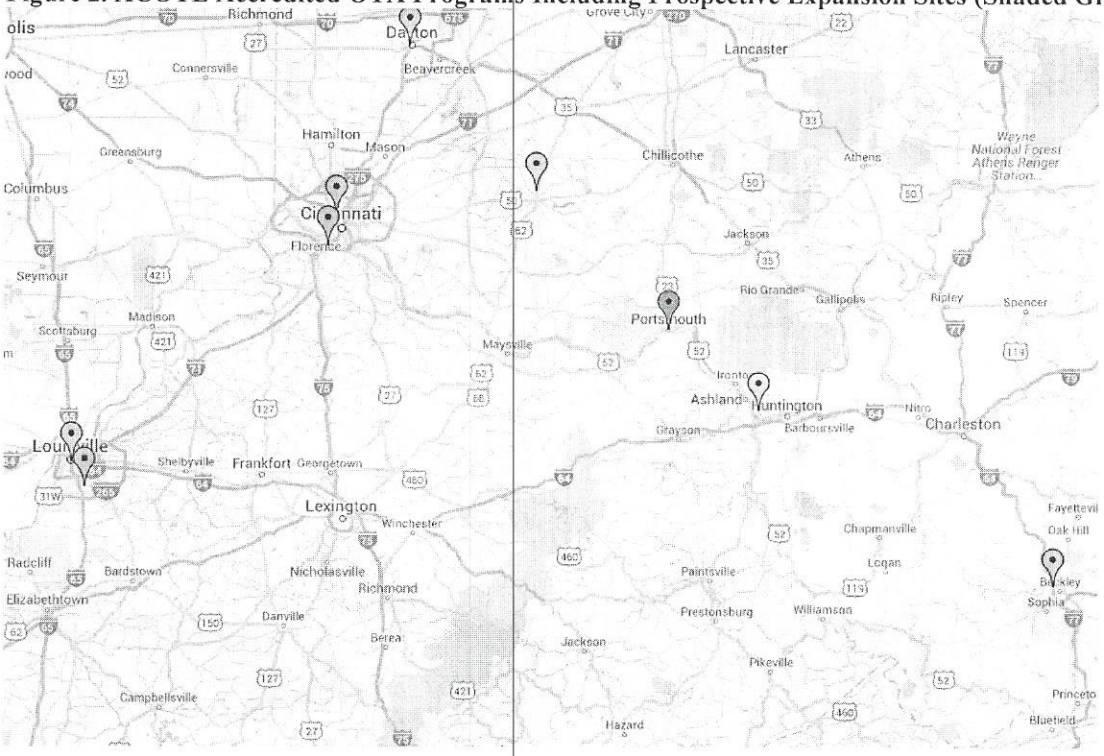
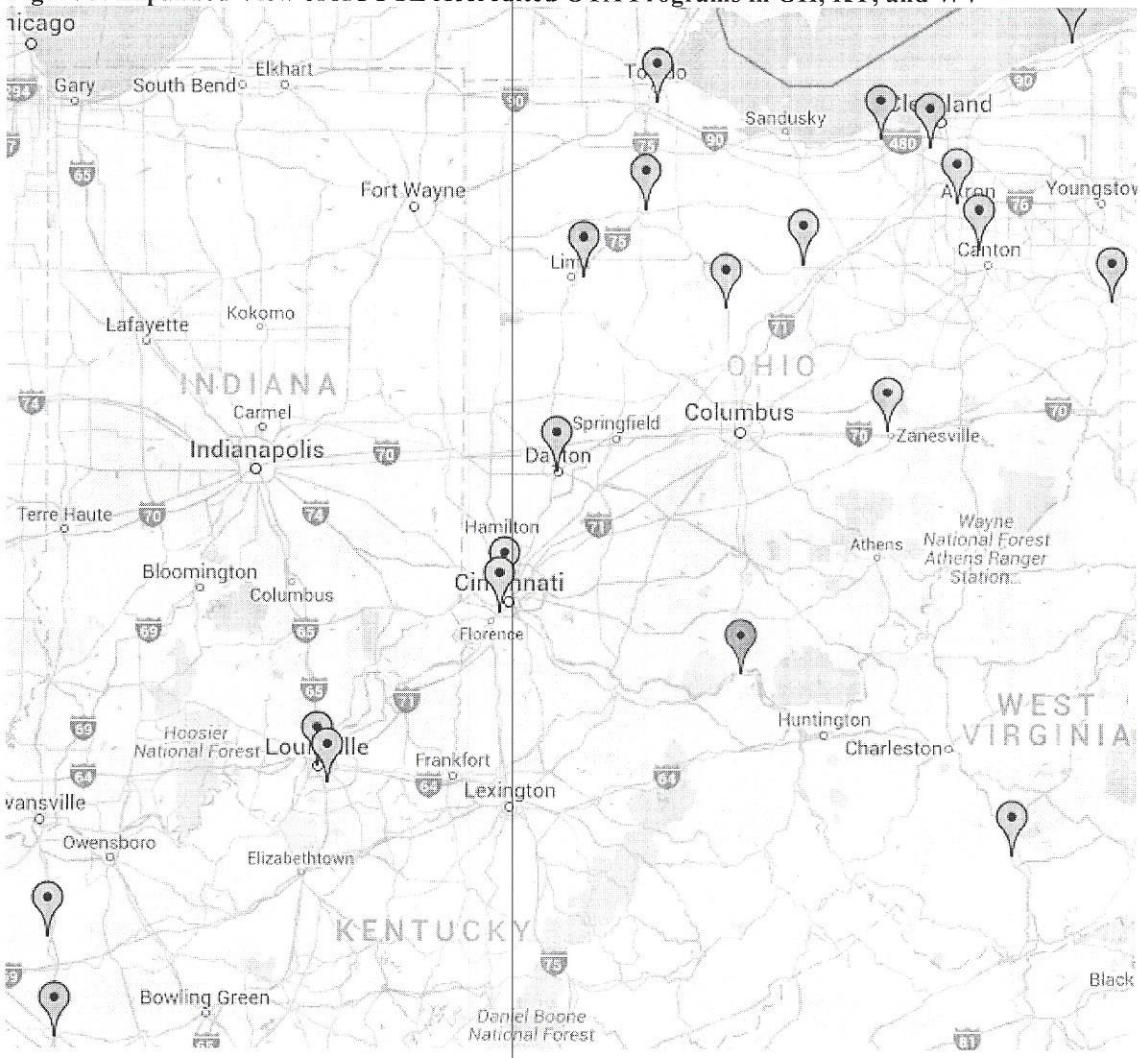


Figure 3. Expanded View of ACOTE Accredited OTA Programs in OH, KY, and WV



Cohort and Graduation numbers for OTA Programs in Surrounding Areas

Shawnee State University - Graduation rate:

Graduation Year	Students Entering/Graduating	Graduation Rate
2013	33/33	100%
2014	26/26	100%
2015	19/19	100%
Total	78/78	100%

Cincinnati State Technical and Community College:

Graduation Rate

Year	Entered	Graduated	Grad Rate
2011	30	23	77%
2012	30	17	56%
2013	30	21	70%
Total	**90**	**61**	**68%**

Sinclair – Dayton Ohio:

Graduation rates are not posted on their website as mandatory by ACOTE!

Per phone research, Sinclair reported they typically accept 30 students with a current 97% graduation rate.

Zane State – Zanesville Ohio:

Graduation Year	Students Entering/Graduating	Graduation Rate
2013	25/24	96%
2014	24/21	87.5%
2015	25/22	88%
Total	74/67	90.5%

UCWV – West Virginia:

Total Number of Graduates

Year	Number
2015	27
2014	26
2013	5

Graduation Rate

Year	Percentage
2015	96%
2014	96%
2013	100%

Brown Mackie – Akron & Overall:

- Brown Mackie has applied to ACOTE for additional site in Cincinnati Ohio

- Primary Location: Brown Mackie College—Akron

  Graduation Year 2015
  Number of students eligible to graduate: 77
  Number of students who graduated: 67
  Graduation rate was: 87%

- All locations: Brown Mackie College—Tucson, Brown Mackie College—Phoenix, Brown Mackie College—Boise, Brown Mackie College—Findlay, Brown Mackie College—Akron

  Graduation Year 2013
  Number of students eligible to graduate: 170
  Number of students who graduated: 141
  Graduation rate was: 83%

  Graduation Year 2014
  Number of students eligible to graduate: 162
  Number of students who graduated: 120
  Graduation rate was: 74%

  Total—Graduation Years 2013-2014
  Number of students eligible to graduate: 332
  Number of students who graduated: 261
  Graduation rate was: 79%