



BACCALAUREATE PROPOSAL APPLICATION
Form No. BAAC-02

Section 1007.33(5)(d), Florida Statutes (F.S.), and Rule 6A-14.095, Florida Administrative Code (F.A.C.), outline the requirements for Florida College System baccalaureate program proposals. The completed proposal form, incorporated in Rule 6A-14.095, F.A.C., Site Determined Baccalaureate Access, shall be submitted by the college president to the chancellor of the Florida College System at ChancellorFCS@fldoe.org.

CHECKLIST

The proposal requires completion of the following components:

- Institution Information
- Program summary
- Program description
- Workforce demand, supply, and unmet need
- Student costs: tuition and fees
- Enrollment projections and funding requirements
- Planning process
- Program implementation timeline
- Facilities and equipment specific to program area
- Library and media specific to program area
- Academic content
- Program termination
- Supplemental materials

FLORIDA COLLEGE SYSTEM INSTITUTION INFORMATION

Institution Name.	North Florida College
Institution President.	Dr. John Grosskopf

PROGRAM SUMMARY

1.1	Program name.	Bachelor of Applied Science in Organizational Management
1.2	Degree type.	<input type="checkbox"/> Bachelor of Science <input checked="" type="checkbox"/> Bachelor of Applied Science
1.3	How will the proposed degree program be delivered? (check all that apply).	<input type="checkbox"/> Face-to-face (F2F) (Entire degree program delivered via F2F courses only) <input type="checkbox"/> Completely online (Entire degree program delivered via online courses only) <input checked="" type="checkbox"/> Combination of face-to-face/online (Entire degree program delivered via a combination of F2F and online courses)
1.4	Degree Classification of Instructional Program (CIP) code (6-Digit).	52.0206
1.5	Anticipated program implementation date.	Fall 2025
1.6	What are the primary pathways for admission to the program? Check all that apply.	<input checked="" type="checkbox"/> Associate in Arts (AA) <input checked="" type="checkbox"/> Associate in Science (AS) <input type="checkbox"/> Associate in Applied Science (AAS) If you selected AS/AAS, please specify the program: Associate in Arts, AS Business, AS Accounting Technology, AS Criminal Justice Technology
1.7	Is the degree program a STEM focus area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.8	List program concentration(s) or track(s) (if applicable).	N/A

PROGRAM DESCRIPTION

2.1 This section will serve as an **executive summary of this proposal**. We recommend providing an abbreviated program description including but not limited to: the program demand current supply, and unmet need in the college's service district; primary pathways to program admission; overview of program curriculum; career path and potential employment opportunities; and average starting salary. Throughout the proposal, please include in-text references to the supplemental materials for reviewers to reference. We encourage approximately 500 words for a sufficient description.

North Florida College (NFC) intends to offer a Bachelor of Applied Science in Organizational Management (BAS OM) as an option for students to develop the management skills necessary for filling various administrative positions in our district and beyond. The diverse curriculum in this degree utilizes practical methods to develop analytical problem-solving skills, strategic thinking, organizational dynamics, ethical leadership, planning practices, communication standards, and managerial strategies which might apply to leadership positions in government, healthcare, or business settings. All upper and lower division coursework will comply with Florida Statutes and State Board of Education Rule. The program integrates technology-based learning in an online format to benefit the schedules and coordination of students as they develop necessary skills in policy adherence, budgeting, personnel management, leadership, and problem solving. Courses in the program include Organizational Behavior, Human Resource Management, Accounting for Managers, Management Theory, Strategic Management, and Ethics that build upon the general education of associate in arts courses and professional courses for associate in science graduates. The BAS OM prioritizes a programmatic capstone and internship as final stages of preparation for in-demand, highly skilled management positions in our regional workforce and beyond.

This program is developed and supported by an external advisory committee, consisting of community leaders, higher education personnel, and workforce professionals. Students in the program will be supported by Academic Advisors, the Academic Success Center, the Career & Transfer Center, Library, Disability Resource Center, Financial Aid staff, and the NFC Foundation. The BAS OM degree is specifically designed to address the shortfall of various management positions in our region, to provide entry-level opportunities for our graduates to address longevity in managerial positions, and to assist current working professionals the opportunity to advance their careers with their current agencies. Workforce data for NFC's service district indicates that the average annual salary for managers in our district is \$72,010. The BAS OM will prepare graduates for high demand/high wage careers in businesses, governmental agencies, and non-profit organizations in our large service district.

WORKFORCE DEMAND, SUPPLY, AND UNMET NEED

3.1 Describe the workforce demand, supply, and unmet need for graduates of the program that incorporates, at a minimum, the shaded information from Sections 3.1.1 to 3.1.4. For proposed

programs without a listed Standard Occupational Classification (SOC) linkage, provide a rationale for the identified SOC code(s). If using a SOC that is not on the CIP to SOC crosswalk, please justify why the SOC aligns with the baccalaureate program.

BAS OM degree graduates are prepared for managerial, leadership, and supervisory positions within business, government agencies, non-profit organizations, and healthcare facilities. The generalized emphasis on management as an applied science allows students a degree of freedom and broad opportunity, supported by a capstone and internship component for specific interests. Graduates of the BAS OM degree are geared to begin or advance a career path in various positions within NFC's service district, including Financial Managers (SOC 11-3031), General and Operational Managers (SOC 11-1021), Chief Executives (SOC 11-1011), Human Resource Specialists (SOC 13-1071), Human Resource Managers (SOC 11-3121), Social and Community Service Managers (SOC 11-9151), Industrial Production Managers (SOC 11-3051), and general Management Analysts (SOC 13-1111). In addition to the general track which may be applied to any managerial position, we intend to offer an emphasis in Healthcare Administration for students who intend to pursue advancement in the Medical and Health Services Managers (SOC 11-9111) career pathway.

DEMAND: FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO) EMPLOYMENT PROJECTIONS

3.1.1 The Excel spreadsheet below is set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to "Worksheet Object", and then "Open". To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table.

CLICK [HERE](#) FOR INSTRUCTIONS FOR COMPLETING THE DEMAND SECTION

Name/Title	SOC Code	County/ Region	*Base Year	*Projected Year	**Level Change	***Total Job Openings	Average Hourly Wage	Annualized Salary	LMEC	BLS
Financial Managers	11-3031'	Workforce Developme nt Area 6	2023	2031	0.40	61	43.17	\$ 89,794	Bachelor Degree	Bachelor Degree
General & Operations Managers	11-1021	Workforce Developme nt Area 6	2023	2031	0.40	393	31.06	\$ 64,605	Bachelor Degree	Bachelor Degree
Industrial Production Managers	11-3051'	Workforce Developme nt Area 6	2023	2031	0.40	30	49.46	\$ 102,877	Bachelor Degree	Bachelor Degree
Human Resource Specialists	13-1071	Workforce Developme nt Area 6	2023	2031	0.40	94	25.25	\$ 52,520	Bachelor Degree	Bachelor Degree
Social & Community Service Managers	11-9151'	Workforce Developme nt Area 6	2023	2031	0.40	48	29.08	\$ 60,486	Bachelor Degree	Bachelor Degree
Medical & Health Services Managers	11-9111'	Workforce Developme nt Area 6	2023	2031	0.40	83	\$ 38.56	\$ 80,205	Bachelor Degree	Bachelor Degree
Management Analysts	13-1111	Workforce Developme nt Area 6	2023	2031	0.40	52	\$ 25.76	\$ 53,581	Bachelor Degree	Bachelor Degree
Chief Executives	11-1011'	Workforce Developme nt Area 6	2023	2031	0.40	53	\$ 48.54	\$ 100,963	Bachelor Degree	Bachelor Degree
								\$ -		
								\$ -		
								\$ -		

*Please replace the “Base Year” and “Projected Year” headers with the years reflected in the projections portal (e.g., Base Year is 2019, Projected Year is 2027).

**Please note that the “Level Change” column in Table 3.1.1 corresponds to the “Percent Growth” employment projections data produced by the DEO.

***Please note that the “Total Job Openings” columns is preset to be divided by 8.

ESTIMATES OF UNMET NEED

3.1.4 The Excel spreadsheet below is set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to "Worksheet Object", and then "Open". To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table.

CLICK [HERE](#) FOR INSTRUCTIONS FOR COMPLETING THE ESTIMATES OF UNMET NEED SECTION: If institutions do not have data available for completers in the service district, please report statewide data. You may note these are statewide figures.

	Total Job Openings	Most Recent Year	5-year average or average of years available if less than 5 years	Difference	Difference						
DEO Total	67	1560	941	-1493	-874						
Other Totals				0	0						

3.2 Describe any other evidence of workforce demand and unmet need for graduates as selected by the institution, which may include qualitative or quantitative data and information not reflected in the data presented in Sections 3.1.1 to 3.1.4, such as local economic development initiatives, emerging industries in the area, or evidence of rapid growth.

CareerSource North Florida (CSNF) reports that Region 6 employs nearly three thousand manager positions which collectively generate an average mean of \$90,200 in annual income, validating the management profession as a high-earning career field. CSNF designates a baccalaureate degree as the appropriate education level required for proficiency, although a baccalaureate in management is not offered in our district. Additionally, CSNF designates managerial practices among top skill and certification gaps throughout our region. Our district is also designated as holding no supply surplus in human capital for management professions, with the most significant supply deficit in General and Operations Managers.

3.3 If the education level for the occupation identified by the Florida Department of Economic Opportunity (DEO) or the Bureau of Labor Statistics (BLS) presented in Sections 3.1.1 to 3.1.2 is below or above the level of a baccalaureate degree, provide justification for the inclusion of that occupation in the analysis.

N/A

3.4 Describe the career path and potential employment opportunities for graduates of the program.

Graduates of the Bachelor of Applied Science in Organizational Management will be marketable and competitive for various leadership, management, and supervisory positions within our service district and beyond. Organizational management is a field that focuses on effective and efficient management of businesses, healthcare facilities, non-profit organizations, and governmental agencies. With state and local government leading our district as primary employers, graduates of this program would be ideal candidates for careers as general managers, project leaders, human resource managers, leadership consultants, and general supervisors. Graduates also hold potential for careers in Training and Development, as financial analysts, quality assurance managers, business analysts, or entrepreneurs. Although our primary focus lies within our district, graduates of the program are also viable for careers in neighboring cities just outside of our district and beyond. The capstone and internship components of the degree will further sharpen the graduates' hiring and success potential. The online format will also be accommodating for busy professionals who seek to advance their careers with their current agency of employment.

STUDENT COSTS: TUITION AND FEES

4.1 The Excel spreadsheets in Sections 4.1 - 4.3 are set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to "Worksheet Object", and then "Open". To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table.

Complete the following table by entering the anticipated cost for a baccalaureate degree (tuition and fees for lower-division and upper-division credit hours) at the proposing FCS institution.

	Cost per credit hour	Number of credit hours	Total cost
Tuition & Fees for lower division:	\$ 99.80	81	\$ 8,084
Tuition & Fees for upper division:	\$ 112.00	39	\$ 4,368
Tuition & Fees (Total):		120	\$ 12,452

Select if the program will be designated such that an eligible student will be able to complete the program for a total cost of no more than \$10,000 in tuition and fees. If selected, please indicate below how the institution will make up any difference above \$10,000 (e.g., institutional scholarships).

Click or tap here to enter text.

4.2 Complete the following table with the estimated cost for a baccalaureate degree (tuition and fees) at each state university in the college's service district or at each state university operating on a site in the college's service district. If the institution does not provide the tuition cost per credit hour, please provide the cost information provided on the institution's website. Please complete this section even if institutions in the service district do not offer the same or a comparable baccalaureate program.

Institution Name	Cost per credit hour (Tuition & Fees)	Number of credit hours	Total cost
N/A			\$ -
			\$ -
			\$ -
			\$ -
			\$ -

4.3 Complete the following table with the estimated cost for a baccalaureate degree (tuition and fees) at each nonpublic institution in the college's service district or at each nonpublic institution operating on a site in the college's service district. If the institution does not provide the tuition cost per credit hour, please provide the cost information provided on the institution's website. Please complete this section even if institutions in the service district do not offer the same or a comparable baccalaureate program.

Institution Name	Cost per credit hour (Tuition & Fees)	Number of credit hours	Total cost
N/A			\$ -
			\$ -
			\$ -
			\$ -
			\$ -

PROJECTED BACCALAUREATE PROGRAM ENROLLMENT

5.1 To activate the Excel spreadsheet, right click within the spreadsheet, go to “Worksheet Object”, and then “Open”. To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table.

Complete the following table by entering the projected enrollment information for the first four years of program implementation. Unduplicated headcount enrollment refers to the actual number of students enrolled. Full-time equivalent (FTE) refers to the full-time equivalent of student enrollment.

		Year 1	Year 2	Year 3	Year 4
5.2	Unduplicated headcount enrollment:	45	60	70	80
5.3	Program Student Credit Hours (Resident)	1260	1620	1920	2190
5.4	Program Student Credit Hours (Non-resident)	90	180	180	210
5.5	Program FTE - Resident (Hours divided by 30)	42	54	64	73
5.6	Program FTE - Non-resident (Hours divided by 30)	3	6	6	7
5.7	Total Program FTE	45	60	70	80

PROJECTED DEGREES AND WORKFORCE OUTCOMES

6.1 The Excel spreadsheet below is set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to “Worksheet Object”, and then “Open”. To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table.

Complete the following table by entering the projected number of degrees awarded, the projected number of graduates employed, and the projected average starting salary for program graduates for the first four years of program implementation. Please note the “Year 1” column in the “Count of Degrees Awarded” row (6.2) is not likely to have any graduates taking into account length of time to degree completion.

		Year 1	Year 2	Year 3	Year 4
6.2	Count of Degrees Awarded	N/A	27	47	53
6.3	Number of Graduates Employed	N/A	25	44	41
6.4	Average Starting Salary	N/A	\$47,835.65	\$49,464.15	\$52,346.63

REVENUES AND EXPENDITURES

7.1 The Excel spreadsheet below is set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to “Worksheet Object”, and then “Open”. To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table.

Complete the following table by entering the projected program expenditures and revenue sources for the first four years of program implementation.

		Year 1	Year 2	Year 3	Year 4
7.2	Program Expenditures:	\$	\$	\$	\$
7.2.1	Instructional Expenses	100,000.00	150,000.00	150,000.00	150,000.00
7.2.2	Operating Expenses	7,500.00	5,000.00	5,000.00	5,000.00
7.2.3	Capital Outlay	5,000.00	2,500.00	2,500.00	2,500.00
7.3	Revenue:	\$	\$	\$	\$
7.3.1	Upper Level – Resident Student Tuition Only	130,359.60	170,679.60	211,965.60	211,877.60
7.3.2	Upper Level – Nonresident Student Fees	33,318.91	61,148.51	61,158.21	98,276.11
7.3.3	Upper Level – Other Student Fees				
7.3.4	Florida college System Program Funds	51,178.41	74,328.11	115,624.11	162,655.71
7.3.5	Other Sources				
7.4	Carry Forward:				
7.4.1	Total Funds Available	327,356.92	463656.22	546,247.92	630,309.42
7.4.2	Total Unexpended Funds (carry forward)				

*Please replace the “Year 1” through “Year 4” headers with the corresponding years reported.

ENROLLMENT PROJECTIONS AND FUNDING REQUIREMENTS

8.1 Provide a narrative justifying the estimated program enrollments and outcomes as they appear in Sections 5.1 – 6.1.

The projected enrollment for tables found in 5.1-6.1 are based on enrollments and completions from feeder programs in the AS programs and a percentage of non-transferring AA graduates.

8.2 Provide a brief explanation of the sources and amounts of revenue that will be used to start the program as well as expenditures as they appear in Section 7.1.

Revenue for program expenditure will come from a blend of tuition, student fees, and Florida College System program funding as detailed in Table 7.1. We have no specific grants or additional outside sources to funding the program.

PLANNING PROCESS

9.1 Summarize the internal planning process. In timeline format, please describe the steps your institution took in completing the internal review and approval of the baccalaureate program. For example, summarize actions taken by the academic department proposing the degree, any non-academic departments, the college-wide curriculum committee, the college president, the Board of Trustees and any other areas.

Discussions of adding a new baccalaureate program have been ongoing for the past two years, with various ideas on what route to pursue. General enrollment at NFC indicated interest in business, education, and criminal justice areas; leading our development team to consider the best fit for our students and regional needs. In the spring of 2023 NFC began formalizing a longstanding discussion by examining program offerings throughout the Florida College System, consulting with our CareerSource North Florida for workforce demands, and reviewing student transfers to discern most sought-after programs. On 4/13/2023 a core of faculty, staff, and administrators assembled as an advisory committee to share insights and data on several potential baccalaureate programs, concluding with the decision that the Bachelor of Applied Science in Organizational Management would be the most viable and practical option for meeting student interests, workforce demands, and institutional resources. Communication began with sister institutions on the pragmatism and processes surrounding Organizational Management program offerings, leading to greater understanding of articulation and program development. On 5/31/2023 the advisory committee reviewed highly specific career charts, occupational snapshots, award gaps, and workforce makeup for management positions in NFC's service district. Members also reviewed the structure and emphasis of Organizational Management programs at other Florida College System institutions and considered possible general approaches. Collectively, the committee agreed that the BAS OM would meet the most pressing workforce needs and would present the most practical option for graduates of our Associate of Arts and Associate of Science programs. Our BAS OM advisory committee dissolved, and our

taskforce began discussing action steps in developing the degree. On 7/26/2023 our taskforce met to assign work tasks such as developing an external advisory committee, necessary data collection, curriculum, course rotations, articulation, advising plans, and budget items. On 9/27/2023 the BAS OM taskforce convened to solidify survey options, inform new/additional members, address CIP codes and accreditation processes. From this point NFC began compiling the Notice of Intent and sharing formal plans to pursue offering the BAS OM. In October, students and community members participated in an online survey determining interest in the degree. Among the student population surveyed, 77% indicated an interest in pursuing the BAS OM degree. In the broader social media audience, 97% of participants indicated an interest in pursuing the managerial degree.

9.2 Summarize the external planning process with the business and industry community. In timeline format, please describe your institution's interactions and engagements with external stakeholders, including but not limited to industry advisory boards meetings, discussions with advisory committees, briefings from local businesses, consultations with employers, and conducting paper and online surveys.

Key members at NFC have been regularly consulting with leadership at Career Source North Florida in discerning regional workforce needs, program practicality, and general community perceptions. CareerSource North Florida's Executive Director, Diane Head, offers regular insight on any programmatic questions and maintains constant collaboration with NFC as the district's first choice in post-secondary education. Head's sharing of workforce data and consistent communication should be viewed as an active participation in career development efforts rather than limited to specific dates. In addition to her regular partnership, Mrs. Head also serves on our Advisory Committee as an at-large member representing workforce needs for our entire district. Jefferson County Property Appraiser Angela Gray has also been an active partner of NFC, promoting our services to potential students in her district and remaining vigilant in attending Jefferson County student tours on campus. Gray's insight on our Advisory Committee is highly valuable in representing the needs of Jefferson County industry and student opportunities. Mr. Jimmy Norris serves as the Suwannee County Economic Development Director and has remained a genuine colleague of North Florida College in our expansion in Suwannee County. His interest in the success of our programs as a mechanism for economic prosperity has proven fruitful, as has his participation on our Advisory Committee. Madison County Chamber of Commerce & Tourism Director Jennifer Poore has been an active member in the Madison County Development Council, making her a regular contributor to discussions and insight on NFC programs and career outcomes. Poore serves on our Advisory Committee in representation of Madison County and tourism/economics in this region. These outside stakeholders, along with Associate Dean David Dunkle, Associate Dean of Academic Affairs Kristin Summers, Career & Workforce Education Coordinator Kim Scarboro, and Director of Advising, Transfer, and Career Development Phil Wilkerson concluded at the Advisory Committee Meeting on 11/8/2023 that regular, ongoing individual conversations would be more practical than physical meetings with members from across the region. NFC's Office of Communication launched a community interest survey/poll through social media ranging from October 18th through October 26th, yielding a 97% favorability rate.

<p>9.3 List external engagement activities with public and nonpublic postsecondary institutions. This list shall include meetings and other forms of communication among external postsecondary institutions regarding evidence of need, demand, and economic impact.</p>
<p>9.3.1 Public Universities in College’s Service District</p>
<p>Date(s): N/A</p> <p>Institution(s): N/A</p> <p>Activity Descriptions and Outcomes: N/A</p>
<p>9.3.2 Regionally Accredited Institutions in College’s Service District</p>
<p>Date(s): N/A</p> <p>Institution(s): N/A</p> <p>Activity Descriptions and Outcomes: N/A</p>
<p>9.3.3 Institutions outside of College’s Service District (If applicable)</p>
<p>Date(s): 4/12/2022, 8/24/2022, 11/9/2022, 3/8/2023, 4/17/2023, 4/20/2023, 4/24/2023, 5/23/2023, 9/22/2023, 9/25/2023,</p> <p>Institution(s): Lake Sumter State College, Eastern Florida State College, Santa Fe College, and Valencia College</p> <p>Activity Descriptions and Outcomes: Between April of 2022 throughout April of 2023 NFC was in continual communication with Lake Sumter State College (LSSC) discussing the benefits of a potential articulation agreement to benefit our students transferring into LSSC’s Bachelor of Applied Science in Strategic Leadership. In these planning discussions, LCCS conveyed the benefits of the broad and general supervisory and management emphasis of their degree. Exploration of curriculum in Organizational Behavior, Management Theory, Accounting for Managers, Human Resource Management, and capstone courses led to understanding the benefits of career development for our workforce region and students. Consideration for the Bachelor of Applied Science program including insight from advising and faculty, leading our institution to consider this degree program as a leading consideration for our student population and district. Though the articulation agreement with LSSC never materialized, the insight gained from those interactions promoted concepts of offering some version of a management degree. After initial internal meetings to consider the possibility of our institution offering a management degree, we began continuous discussion with Lesa Dennighoff and Dr. Frank Cristopian at Eastern Florida State College (EFSC) regarding their development and institution of the Bachelor of Applied Science in organizational management. EFSC provided robust details on the benefits for their institution in terms of enrollment and for their students in finding viable, high-wage careers. Faculty and advisor input from EFSC helped to</p>

conceptualize articulation of AA and AS degrees into the BAS OM program, particularly regarding the completion of professional courses for AA graduates and general education courses for AS graduates. EFSC also provided specifics regarding the enrollment and completion of their BAS OM for each of their twelve specialization areas, guiding our pursuit to fewer specialty areas. NFC's Director of Advising also held discussions with the Advising and programmatic staff at Santa Fe College regarding their version of the BAS OM and business specialty areas. These discussions helped conceptualize the benefits of business offerings and how to better promote advancement in careers and graduate-level business degree pursuits for BAS OM students. Similar discussions were held with Valencia College Advising staff, helping to conceptualize the course offerings and advising for potential BAS OM students at all stages.

PROGRAM IMPLEMENTATION TIMELINE

10.1	Indicate the date the notice was initially posted in APPRiSe.	February 14, 2024
10.2	Indicate the date of District Board of Trustees approval.	November 21, 2023
10.3	Indicate the date the Notice of Intent (NOI) was submitted to DFC.	April 12, 2024
10.4	Indicate the date the completed proposal was submitted to DFC.	August 20, 2024
10.5	<p>Indicate the date the proposal is targeted for State Board of Education (SBOE) consideration.</p> <p>Please note that from the date the DFC receives the finalized proposal, the Commissioner has 45 days to recommend to the SBOE approval or disapproval of the proposal. Please take into account the date you plan to submit the proposal in accordance with the next SBOE meeting.</p>	November 20, 2024
10.6	Indicate the date the program is targeting for SACSCOC approval (if applicable).	January 1, 2025
10.7	Indicate the date the program is targeting initial teacher preparation program approval (if applicable).	N/A
10.8	Indicate the targeted date that upper-division courses are to begin.	Fall 2025

FACILITIES AND EQUIPMENT SPECIFIC TO PROGRAM AREA

11.1 Describe the existing facilities and equipment that the students in the program will utilize.

Courses within the BAS OM degree will be predominantly ONLINE or Hy/Flex offerings, with most students accessing course materials remotely.

11.2 Describe the new facilities and equipment that will be needed for the program (if applicable).

Other than possible new visual and/or recording/transmitting technologies to support ONLINE or Hy/Flex learning, we do not anticipate new equipment needed. We have ample classroom and lecture space on campus, no new facilities needed.

LIBRARY AND MEDIA SPECIFIC TO PROGRAM

12.1 Describe the existing library and media resources that will be utilized for the program.

The North Florida College Library, as a part of the Learning Resources department which includes the Academic Success Center, supports student learning with physical and online resources as well as tutoring and academic coaching support. The library subscribes to electronic content which includes discipline-specific refereed journals and primary source materials to support student research. Students in the online program have access to 89 databases, 12 directly relating to business as well as 2,454 academic journals specifically relating to leadership, management, and supervision, to include human resources, finance for non-finance majors, marketing, ethics, and business law. Current, up-to-date eBooks and audio books relating to the subject matter are available through a database called Boundless, and students can easily access the material on any of their devices. Students have seamless access to all digital content through the MyNFC single sign-on portal. If a resource is not available through the NFC library catalog, students may request items through the statewide Uborrow system. The library hosts multiple support resources on the website such as research guides and video tutorials. In addition to in-person support, the library has live reference support via video conferencing and a live chat service via a LibAnswers chat widget. In support of course instruction, all students have access to professional and peer tutors through the Academic Success Center. Additionally, 24/7 tutoring services are available to students for assistance at nights and on weekends.

12.2 Describe the new library and media resources that will be needed for the program (if applicable).

The Collection Development Guidelines of the library states, "The library's major responsibility and top priority lies with the teaching programs, both academic and vocational. The NFC Library

solicits material requests from faculty members for materials beneficial to students enrolled in their classes. The NFC Faculty shares the responsibility to shape collections in their subject area.” The library has budget funds allocated for collection development and will update resources to meet the needs of the program in conjunction with requests from faculty. Funds are available for electronic and physical resources and budget adjustment requests can be submitted, if needed, to support the purchase of additional student resources. Database and electronic resources are updated regularly, and physical resources can be purchased as requested

ACADEMIC CONTENT

13.1 List the admission requirements for the proposed baccalaureate program and describe the process for each admission pathway as reported in section 1.6, including targeted 2+2 agreements, academic GPA, test scores, fingerprints, health screenings, background checks, signed releases, and any other program requirements (as applicable).

Admission into the proposed baccalaureate program will be reviewed with the following criteria in mind: Students must have completed an Associate of Arts or Associate of Science degree, with a combined academic GPA of 2.0 or higher. Priority consideration will be granted to applicants that have completed their associate degree with North Florida College.

13.2 What is the estimated percentage of upper-division courses in the program that will be taught by faculty with a terminal degree?

We estimate 65% of upper-division coursework being taught by faculty with a terminal degree.

13.3 What is the anticipated average student/teacher ratio for each of the first three years based on enrollment projections?

Year 1	Year 2	Year 3
45/2	60/2	70/2

13.4 What specialized program accreditation will be sought, if applicable? What is the anticipated specialized program accreditation date, if applicable?

N/A

13.5 If there are similar programs listed in the Common Prerequisites Manual (CPM), list the established common prerequisites courses by CIP code (and track, if any).

There are several Bachelor of Applied Science degrees listed in the Florida Common Prerequisite Manual: Indian River State College 52.0206, Gulf Coast State College 52.0201, Santa Fe College 52.0299, St. Johns River State College 52.0299, Eastern Florida State College 52.0299, and very similar 52.0299 and 52.0201 programs at Valencia College, Seminole State College, College of Central Florida, St. Petersburg College, and South Florida State College. None of these programs have prerequisites listed, but rather a standard message: There are no specified common prerequisites for this major. "All Florida College System students are encouraged to complete the Associate degree. Students should consult with an academic advisor in their major degree area at the intended transfer institution."

13.6 Describe any proposed revisions to the established common prerequisites for this CIP (and track, if any).

- My institution does not anticipate proposing revisions to the common prerequisite manual.
- My institution does anticipate proposing revisions to the common prerequisite manual, as summarized below.

[Click or tap here to enter text.](#)

13.7 The Excel spreadsheets below are set up with predefined formulas. To activate the spreadsheet, right click within the spreadsheet, go to “Worksheet Object”, and then “Open”. To exit, save any changes and exit out of the spreadsheet. Alternatively, double click anywhere on the table. To exit the spreadsheet, single click anywhere outside of the table.

For each primary pathway identified in Section 1.6, list all courses required once admitted to the baccalaureate program by term, in sequence. Include credit hours per term and total credits for the program. Please note what courses fulfill general education (ge), program core (pc), elective requirements (elec), and what courses apply to concentrations (conc), if applicable, by including the provided abbreviations in parentheses following each course title.

13.7.1 Program of Study for Students with A.A. Degree		
Term 1	Course Title	Credit Hours
GEB 1011	Intro to Business (Elec.)	3
MAN 2021	Principles of Management (Elec.)	3
MAR 2011	Principles of Marketing (Elec.)	3
MNA 2100	Human Resource Management (Elec.)	3
FIN 1000	Personal Finance (Elec.)	3
Total Term Credit Hours		15
Term 2	Course Title	Credit Hours
BUL 2241	Business Law (Elec.)	3
FIN 2001	Intro to Finance (Elec.)	3
GEB 3434	Ethical Issues for Organizations (PC)	3
GEB 3213	Business Writing (PC)	3
MAN 3240	Organizational Behavior (PC)	3
Total Term Credit Hours		15
Term 3	Course Title	Credit Hours
BUL 3130	Legal and Social Aspects of Organizations (PC)	3
MAN 3303	Management Concepts (PC)	3
GEB 4891	Strategic Planning (PC)	3
MAN 4301	Human Resource Management (PC)	3
MAR 3023	Marketing Management (PC)	3
Total Term Credit Hours		15
Term 4	Course Title	Credit Hours
ACG 3024	Accounting for Non-Financial Majors (PC)	3
MAN 4504	Operations Management (PC)	3
MAN 4720	Strategic Management (PC)	3
MAN 4900	Capstone Project in Organizational Management	6
Total Term Credit Hours		15
Term 5	Course Title	Credit Hours
Total Term Credit Hours		0
Term 6	Course Title	Credit Hours
Total Term Credit Hours		0
Program Total Credit Hours:		60

13.7.2	Program of Study for Students with A.S./A.A.S. Degree	
Term 1	Course Title	Credit Hours
ENC 1102	Freshman English II (GE)	3
PHI 2010	Introduction to Philosophy (GE)	3
EVR 1000	Environmental Science (GE)	3
PSY 2012	General Psychology (GE)	3
MGF 1130	Mathematical Thinking in Concepts	3
	Total Term Credit Hours	15
Term 2	Course Title	Credit Hours
ECO 2013	Macroeconomics (GE)	3
POS 2041	American National Government (GE)	3
GEB 3434	Ethical Issues for Organizations (PC)	3
GEB 3213	Business Writing (PC)	3
MAN 3240	Organizational Behavior (PC)	3
	Total Term Credit Hours	15
Term 3	Course Title	Credit Hours
BUL 3130	Legal and Social Aspects of Organizations (PC)	3
MAN 3303	Management Concepts (PC)	3
GEB 4891	Strategic Planning (PC)	3
MAN 4301	Human Resource Management (PC)	3
MAR 3023	Marketing Management (PC)	3
	Total Term Credit Hours	15
Term 4	Course Title	Credit Hours
ACG 3024	Accounting for Non-Financial Majors (PC)	3
MAN 4504	Operations Management (PC)	3
MAN 4720	Strategic Management (PC)	3
MAN 4900	Capstone Project in Organizational Management	6
	Total Term Credit Hours	15
Term 5	Course Title	Credit Hours
	Total Term Credit Hours	0
Term 6	Course Title	Credit Hours
	Total Term Credit Hours	0
Program Total Credit Hours:		60

13.8 Indicate whether the program is being proposed as a limited or restricted access program.

- Limited Access
- Restricted Access
- N/A

Provide additional information (e.g., enrollment capacity, admissions requirements, etc.) if the program is being proposed as a limited or restricted access program.

Entry into the program requires the completion of an Associate of Arts or Associate of Science degree. Priority acceptance into the program will be granted to NFC graduates.

PROGRAM TERMINATION

14.1 Provide a plan of action if the program is terminated in the future, including teach-out alternatives for students.

If the program is terminated in the future, students will be allowed a teach-out option if they maintain continuous enrollment (for up to five academic years from the date they initially enrolled). In such cases students would meet with an academic advisor to establish a graduation map which may include taking courses at another institution as transient students if NFC is not offering courses needed before the graduation deadline. Students may also choose to utilize services provided by the Career & Transfer Center in discerning an alternate major or career path, or in identifying an institution within the Florida College System which they may transfer to for degree completion.

SUPPLEMENTAL MATERIALS

15.1 Summarize any supporting documents included with the proposal, such as meeting minutes, survey results, letters of support, and other supporting artifacts. Throughout the proposal, please include in-text references to the supplemental materials for reviewer reference.

After significant discussion among administrators and staff regarding plans for adding a baccalaureate program, formal program planning meetings began on 4/13/2023. In this initial lengthy meeting team members reviewed programs offered throughout the Florida College System (FCS) while considering the interests and enrollment trends at NFC. As the meeting minutes reflect, this meeting committed significant consideration in pursuing either a Bachelor of Science in elementary education or the BAS OM degree. Collectively, team members concluded that the management degree would be most fitting for our students and the regional workforce. From the 4/13/2023 meeting members began conducting or facilitating research on existing

programs within the FCS. After reviewing occupation reports for workforce Region 6 the team convened on 5/31/2023 to discuss program structure at sister institutions. Meeting minutes from 5/31/2023 reflect the different insights that guided work on the BACC-01 Notice of Intent. Additional supporting documents are provided to reflect the information sharing among administrators and individual discussions (6/28/2023, 7/6/2023) prior to the formal meeting on 7/26/2023 which outlined tasks and duties for the BAS OM workgroup. The BAS OM workgroup met on 9/27/2023 to review the progress towards completion of the Notice of Intent. Minutes from the meeting reflect discussion on the timeline of degree formation and general details. The formal BAS OM Advisory Committee convened on 11/8/2023 to reaffirm the purpose of developing the degree at NFC. Meeting minutes reflect the summary of intentional actions taken in completing the Notice of Intent and logic behind the intended structure of the program. Survey results are also added as a supporting document to reflect the qualitative data gathered from students and community members. Additional supplemental resources include letters of support from external stakeholders and master syllabi for proposed BAS OM courses.

15.2 List any objections or alternative proposals for this program received from other postsecondary institutions. If objections or alternative proposals were received, institutions are welcome to submit a rebuttal and include any necessary supporting documentation.

N/A



25 October 2024

RE: North Florida College, Bachelor Degree in Organizational Management

To whom it may concern,

The success of any business hinges on the skills of its leadership and management personnel. Therefore, CareerSource North Florida adamantly supports the addition of a Bachelor of Science in Organizational Management at North Florida College.

Management Occupations, as a broad Standard Occupation Classification (SOC) code, comprises the third largest category of occupations in the region and has a location quotient of 1.13. This job area historically has low unemployment and wages exceed all other SOC groups. Additionally, Management Occupations is expected to grow over the next decade in North Florida. This proposed program will contribute to the success of all industries in the area, most notably Agriculture, Public Administration, Manufacturing, Healthcare, and Retail.

The skills cultivated through this degree program will allow a completer to move upward in an organization as well as continue to increase their income. By being offered locally at NFC, this career ladder will be accessible to non-traditional students and other under-represented populations who historically have not had reasonable access to such a program.

We look forward to working with NFC to make this program successful and we will continue to support its implementation and sustainability.

Sincerely,

A handwritten signature in black ink that reads "Diane Head". The signature is fluid and cursive, with the first name "Diane" and last name "Head" clearly distinguishable.

Diane Head
Executive Director

705 E. Base Street | Madison, FL 32340

careersourcenorthflorida.com

p: 866.367.4758





Madison County Chamber of Commerce

228 SW Range Ave • Madison, FL • 32340
Office 850-973-2788

Website: www.madisonfl.org • Email: chamber@madisonfl.org

October 24, 2024

To Whom it May Concern,

On behalf of the Madison County Chamber of Commerce, I am writing to express our strong support for North Florida College's proposal to offer a Bachelor of Science in Organizational Management. We believe that this degree program will provide essential skills and leadership training for our local workforce and greatly benefit businesses and organizations throughout our region.

A degree in Organizational Management equips students with the ability to effectively manage teams, lead projects, and contribute to the success of businesses and organizations across various sectors, including business, education, government, and nonprofit industries. These skills are vital for the continued economic development of rural areas like Madison County, where capable leadership and management are crucial for sustaining and growing businesses in our community.

As the Executive Director of the Madison County Chamber of Commerce, I see firsthand the demand for skilled managers who can lead effectively in our local businesses and organizations. Offering this bachelor's program locally would open significant opportunities for the people in our region, allowing them to pursue advanced education without having to leave their home communities.

Thank you for considering this important addition to North Florida College's academic offerings. We look forward to seeing this initiative come to fruition and stand ready to offer any further support or assistance needed.

Sincerely,

Jennifer Poore - Executive Director
Madison County Chamber of Commerce & Tourism
jennifer@madisonfl.org

NFC NORTH FLORIDA COLLEGE

Foundation, Inc.

Hal D. Thomas
Chairman
NFC Foundation Board of Directors
325 NW Turner Davis Drive
Madison, FL 32340
Foundation@nfc.edu
(850) 973-9414

July 2, 2024

Florida Department of Education
Division of Colleges
325 West Gaines Street
Tallahassee, FL 32399-0400

Dear Division of Colleges,

I am writing on behalf of the North Florida College Foundation Board to express our enthusiastic support for the proposed Bachelor of Science in Organizational Management program at North Florida College. We believe that this program will significantly enhance both educational and professional opportunities for students in our region by preparing them for critical roles in the organizational management field.

In addition to our strong support for the program itself, we are pleased to announce that the NFC Foundation Board is committed to providing financial support to students accepted into this program. We will offer scholarships to eligible students to ensure that talented and motivated individuals can pursue this degree, regardless of their financial circumstances.

We are confident that the Bachelor of Science in Organizational Management program will be a resounding success, and we look forward to working with the Florida Department of Education to support its implementation. Thank you for your consideration of this vital program

Sincerely,

Hal D. Thomas

Hal D. Thomas
Chairman
NFC Foundation Board of Directors

The Mission of North Florida College Foundation is to identify, acquire and manage assets with the utmost sincerity, honesty, integrity, competence, and transparency and to nurture and assist students in reaching their global, educational goals

NORTH FLORIDA COLLEGE FOUNDATION, INC.

325 NW Turner Davis Dr | Madison, FL 32340 | foundation@nfc.edu | 850.973.9416 | **NFC.EDU**

Dear North Florida College,

I am writing to express my support for the Bachelor of Organizational Management program being introduced to North Florida College. As an NFC alumni and current Guidance Counselor for Madison County Central School, I have been positively impacted by the career-oriented programs that NFC offers. I would love nothing more than for my current students to experience the same success NFC set me up for but in the Organizational Management field.

A Bachelor's of Organizational Management would greatly benefit the students in our community. This attainable program aligns with the fast-paced and changing needs of today's workforce. The Bachelor's of Organizational Management at North Florida College would create opportunities for my students to make meaningful contributions to our society in a field that they are passionate about.

Thank you for allowing me to voice my support for the Bachelor of Organizational Management program NFC is considering. I admire North Florida College for continuing to provide extraordinary educational opportunities for students.

Please reach out to me if you have any questions!

Kelsey Odom-Sprenkle
Guidance Counselor
Madison County Central School