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AUTHOR TITLE PUB DATE	Lynd, Albert; Powell, Randall P. Measurement of Quality in Off-Campus Credit Programs: A Non-Intrusive Approach by a State Agency. Oct 81
NOTE	27p.; Paper presented at the Joint Conference of the Southern Association for Institutional Research and the North Carolina Association for Institutional Research (Charlotte, NC, October 29-30, 1981).
EDRS PRICE DESCRIPTORS	MF01/PC02 Plus Postage. Academic Standards; College Administration; College Faculty; *Credit Courses; Educational Facilities; Educational Policy; *Educational Quality; Educational Resources; *Extension Education; Graduate Study; Guidelines; Higher Education; Institutional Research; *Off Campus Facilities; Private Colleges; Self Evaluation (Groups); *State Boards of Education; State Colleges; State Standards; Undergraduate Study

IDENTIFIERS *Missouri

ABSTRACT

Guidelines adopted by the Missouri Coordinating Board for Higher Education for institutions offering undergraduate and graduate courses at off-campus locations are presented. The following areas are addressed: determination of courses to be offered, standards of credit courses offered at off-campus locations, faculty, administrative organization and academic policy, resources and facilities, student services, and credit for prior learning awarded by examination or by nontraditional assessment methods. The guidelines are recommended for all higher education institutions in Missouri. The most important element in the guidelines is the belief that off-compus activities should evolve from the on-campus programmatic strengths and academic expertise of the institution. Equally important is the conviction that there should not be a double standard to any aspect of the educational activity of an institution. In early 1980, the representatives to Missouri's three Regional Coordinating Councils agreed that all institutions should conduct self-studies regarding off-campus courses. In responding to the standards contained in the guidelines, institutions were asked to identify strengths and weaknesses of their off-campus offerings. In addition, a survey of off-campus offerings was conducted by the Missouri Department of Higher Education to provide institutions with information to aid in long-range planning, and to ascertain where there appear to be problems of unnecessary duplication. Appended survey results include: course title, credit hours awarded, enrollment, status of faculty (full-time/adjunct), and course location. (SW)

ABSTRACT

MEASUREMENT OF QUALITY IN OFF-CAMPUS CREDIT PROGRAMS: A NON-INTRUSIVE APPROACH BY A STATE AGENCY

Guidelines to quality in off-campus credit programs are presented. The guidelines were used by institutions in a self-study of quality control. A survey of off-campus offerings, conducted by the Missouri Department of Higher Education, is described and subsequent analysis of the reported data is discussed.

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MEASUREMENT OF QUALITY IN OFF-CAMPUS CREDIT PROGRAMS:

A NON-INTRUSIVE APPROACH BY A STATE AGENCY

Background

In July, 1977 the Coordinating Board for Higher Education authorized the establishment of a Task Force on Off-campus Education with the charge of addressing two primary issues: duplication of course offerings and quality of course offerings at off-campus locations. The task force, composed of educational leaders representing all sectors of higher education institutions in Missouri and the Department of Higher Education developed a set of guidelines which, if followed by institutions offering courses at off-campus locations, would serve to ensure that reasonable standards of quality are being met. In addition, the task force recommended the establishment of three regional coordination councils. Each council is composed of one institutional representative from each state-supported and independent institution offering off -campus courses on a continuing basis in the region, and one repre sentative from each institution located in the region regardless of whether it offers courses off-campus.

Each regional coordinating council endeavors: to provide coordination of course offerings; to prevent the unnecessary duplication of courses; to work for the sharing of library resources, computer facilities and other academic support services; to serve as a means for the identification of unmet needs in off-campus educational opportunities; and to serve as the monitor of the guidelines developed by the Off-campus Task Force of the Department of Higher Education.

The Department of Higher Education provides general oversight of the activities of the several councils and lends advisory and consultative services to insure the continuity and success of the councils. The Coordinating Board for Higher Education assigns a staff person to attend each regional coordinating council meeting.



Guidelines to Quality

Certain aspects of off-campus instruction have, on occasion, been controversial. While there is no diminution of quality in the instruction programs of an institution simply because they are offered away from the campus, some analysts and policy makers, have concluded that off-campus instruction is not comparable in quality to on-campus education.

As a result of this concern over the quality of off-campus offerings, the CBHE adopted a set of guidelines designed to address the quality dimension and to offer a suggested approach to improving the coordination of offerings. These guidelines are recommended for all higher education institutions in Missouri, state-supporced and independent; two-year and four-year institutions. The most important element in these guidelines is the belief that off-campus activities should evolve from the on-campus programmatic strengths and academic , expertise of the institution. Equally as important, is the conviction that there should not be a double standard to any aspect of the educational activity of an institution. Therefore, the following guidelines should be followed by all institutions offering undergraduate and graduate courses offered at off-campus locations.

I. Determination of Courses to be Offered

- A. Off-campus credit courses should be based in the subject matters areas of the institution offering the educational experience. They should be developed in the same manner as courses offered on-campus, including review and approval by the appropriate department or division.
- B. In general, courses offered for credit off-campus should be part of the regular catalogue offerings of the institution, and should be applicable to programs in the same manner as courses taken on-campus. Special courses developed solely for off-campus teaching should be limited and should be consistent with the mission of the institution.

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II. Standards for Credit Courses Offered at Off-Campus Locations

- A. Off-campus credit courses should carry the same course number, represent the same course content, and use the same procedures for evaluating student performance as those courses offered on-campus.
- B. There should be one set of institutional admission standards for students, whether or not the student is enrolled in courses offered on- or off-campus.
- C. The instructional time per credit hour earned should be the same for on-campus and off-campus courses.
- D. Each institution's policy should be stated clearly regarding the number of credit hours applicable to a degree program which must be earned in residence on its campus and should clearly define "in residence." Such a statement should be included in the catalogue and other materials published by the institution, and should be made readily available to students taking courses off-campus.
- E. The standards for awarding grades for a course should be the same for on-campus and off-campus courses.

III. Faculty

- A. The faculty teaching off-campus credit courses should, generally, be members of the regular staff of the institution offering the course, and should be fully qualified to teach the course, as determined by the academic department.
- B. Wherever possible, off-campus credit courses should be taught as a part of the regular teaching load of the faculty member rather than in addition to the regular teaching load.



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C. Adjunct and/or part-time faculty should possess the same or equivalent qualifications as the regular faculty and should be approved formally by the academic department or division through which the credit course is offered. Institutions should adopt policies relating to the employment of adjunct and/or part-time faculty which insure that the use of such faculty does not result in dissipation of academic quality.

IV. Administrative Organization and Academic Policies

- A. Each institution should have available a written policy which sets forth the administrative organization and the instructional supervision and evaluation procedures for its offcampus offerings to insure the guidelines in Section II are followed.
- B. As in on-campus courses, the following practices should be followed for off-campus credit courses:
 - 1. A statement should be made available to each student at the beginning of each course setting forth the objective of the course and the expectations of the faculty member in regard to such matters as class attendance, participation, term papers, library work, examinations, etc.
 - There should be a regular evaluation of off-campus courses and faculty by students, administrators and departmental personnel.
 - Continuing curriculum review procedures should be established by each institution for its off-campus offerings, including:

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 a) standards and guidelines by which the off-campus program will be evaluated;



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 b) designation of a committee or other administrative unit to be responsible for such evaluations.

V. Availability of Educational Resources and Suitability of Facilities

- Α. Courses to be taught off-campus should be given special review with regard to the need for, and availability of, library resources. Some courses can be taught off-campus without extensive library resources at the site. However, other courses should not be taught off-campus because extensive use of specialized library resources is essential to their The institution offering courses off-campus for success. credit should be particularly mindful of the need for library The resources of community libraries and of eduresources. cational institutions located in the area may be used to assure these needs are met.
- B. Some courses require laboratory facilities, specialized equipment such as computer terminals, audio-visual aids or other special resources. The institution offering such courses off-campus _hould assure that appropriate support requirements are met.
- C. The facilities in which an off-campus course is to be taught must be adequate to the needs of the course. Equipment, ventilation, light and the general environment should be conducive to learning. An important consideration in the selection of facilities in which off-campus courses will be offered should be the accessibility of the facility to physically handicapped students.

VI. Student Services

A. Each institution should make available academic advisement and counseling to students taking off-campus credit courses.



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B. Each institution offering credit courses off-campus has the responsibility to make available to students enrolled in these courses information regarding its program admissions procedures, financial aids available, and information regarding specialized services and facilities of the institution, including which of those facilities and services might be available to students enrolled at off-campus locations. Such information might be presented in handbook form and distributed to students at the off-campus sites.

VII. <u>Credit for Prior Learning Awarded by Examination or by</u> <u>Non-traditional Assessment Methods</u>

- A. The policies and procedures for granting such credit, including the maximum number of such credit hours which are applicable to a specific degree program, and the minimum scores which are acceptable, should be clearly specified in written guidelines available to the student and the educational community in order to provide assurance that valid educational practices are being followed.
- B. The campus-based faculty and administration of the institution should develop, administer, and evaluate these policies and procedures.
- C. The maximum number of such credit hours applicable to a specific degree program should be the same for students enrolled at off-campus locations as for students enrolled on-campus.
- D. The standards for awarding credit to students enrolled at off-campus locations should be the same as the standards applied to students enrolled on-campus, regardless of whether the credit recognizes traditional classroom learning or results from the systematic evaluation of experiences which have taken place outside the classroom.



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- E. Credit should be recorded on the transcript in the same manner for students enrolled at off-campus locations as for students enrolled on--campus.
- F. Promotional and recruitment activities for these non-traditional activities should accurately convey the policies and procedures which will be followed in determination of credit to be awarded.

Credit courses are also made available to students through methods other than classroom instruction, as noted earlier. Open circuit television, radio, newspapers and correspondence courses are means of providing instructional opportunities to students who cannot come to the campus. The above guidelines I through VI relating to classroom instruction are, on the whole, applicable to the other methods.

Quality Analysis

In early 1980, the representatives to the three Regional Coordinating Councils agreed that all institutions should discuss their mechanism for quality control of off-campus activities. It was the consensus of these groups that this should take the form of a self-study conducted by each institution offering off-campus courses. The format of the self-study was to follow guidelines adopted by the CBNE which addressed the following areas: determination of courses to be offered; standards of credit courses offered at off-campus locations; faculty; administrative organization and academic policy; resources and facilities; and student services. In responding to the standards contained in the guidelines, institutions were asked to identify strength and weaknesses of their off-campus offerings. The self-studies were submitted to the Regional Council chairpersons who distributed copies to cooperating institutions, and to the MDHE. The MDHE staff subsequently reviewed each self-study and prepared an analysis which was submitted to the institutions and to the CBHE.



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Statewide Coorlination of Off-Campus Offerings

Although the regional councils were charged with monitoring quality in off-campus offerings the activities for the past three years have focused on the survey of off-campus offerings conducted by the MDHE. The primary reasons for conducting the surveys are to provide instatutions with information that could prove beneficial in long range planning, and to ascertain where there appear to be problems of uniccessary duplication.

Institutions provide the following information for each off-campus credit course: course title, HEGIS classification, course number, credit hours awarded, enrollment, status of the faculty (full-time/ adjunct), and location of the course. The staff of the MDHE reviews each institution's response and prepares a final report. The results of the surveys are shared with the institutions in each of the three regions and serves as the basis for discussion at the regularly scheduled regional meetings.

As part of its coordination function, the MDHE staff prepared an analysis of the reported data for the past two academic years. The analysis focused on the following areas: institution participation, program development and/or expansion, faculty, and duplication. In addition, the staff sought to identify trends, both geographic and programatic, within each region as well as for the entire state.

Format of the MDHE Survey

The data collected in the spring 1981 survey of off-campus offerings in Missouri were processed using the MARK IV software package developed by Informatics, Inc. A definition of the file was generated and the report included the following fields: region, term, year, institution name, level of students, HEGIS classification, course title, credit, enrollment, type of faculty and location. A key was provided for those fields employing a pumeric code, e.g., region, term, level of students and type of faculty. The data were sorted by level, HEGIS classification and



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institution. This type of breakdown facilitates use of the report by institutions in determining the nature of course offerings within a given region. A copy of the report is appended to this paper.



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1	1	81				BIOLOGY	3	4	3	CENTRAL HIGH KC
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1	1	81				BUSINESS LAW	3	6	3	KANSAG CITY
1	1	81	ROCKHURS			ACCT I	3	51	4	AMER INST OF BANKING
1	1	81				ACCT II	3	56	4	AMER INST OF BANKING
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REGION	TERM	YEAR	INSTITUTION	LEVEL	HEGIS CODE	COURSE TITLE	CREDITS			LOCATION
1	1	81	MAPLE WOODS	1	22 05	AMER HISTORY I	7			
1	1	31	AVILA	-	4900	AMER HISTORY I Aesthetics	37	8 22	3	HOBAY CHEM CO
1	1	81	LONGVIEW		4903	FHIL PLAY LEISU	4	22	3	NOTRE DAME DE SION
1	1	81	AVILA Longview Maple Woods		5001	PRIN OF SUPERV	3	16	3	TV NNOX CLBHS LSUMMT
1	1	81				BUSINESS LAW I	3	12	37	MOBAY CHEM CO
1	1	81	PENN VALLEY			FROB SMALL BUS	3	22	3	MOBAY CHEM CO
1	1	81	PIONEER			BEG CHECK/CASH	8	0	3	HAROLD THOMAS CTR
1	1	81				PRIN OF SUPERV	3	10	3 3 3 3 3 3 3 3 3 2 3 3 3 3 3 3	NORTHLAND WRK TRNG
1	1	81				FED LAWS COMPLY	3	12	3	BLACK ECON UNION
1	1	81	LONGVIEW		5004	MIDMGMT INTERN	3	20	2	BLACK ECON UNION Irs
1	1	81	PENN VALLEY				3	22	3	HAROLD THOMAS CTR
1	1	81	PIONEER			RETAIL FRIN		24	3	HALLMARK
1	1	81				MGMT INTERNSHIP	3	12	3	BLACK ECON UNION
1	1	81	PENN VALLEY PIONEER PENN VALLEY		5005	RETAIL FRIN MGMT INTERNSHIP Typing I Typing II	3		3	OFFORTUNITY IND CTR
1	1	81				TYPING II	3	8 8	3	OPPORTUNITY IND CTR
1	1	81				SECRETARIAL SEM	3	8	3	OPPORTUNITY IND CTR
1	1	81	PIONEER			SHORTHAND I	5	3	1	SWOPE PARKWAY CTR
1	1	81				SHORTHAND I	5	8 3 2 7	- 3	NORTHLAND WRK TRNG
1	81	81				SHORTHAND I	5	7	1	SWOFE PARNWAY CTR
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1	1	81				TYPING I	3	15	3	SE WRK TRNG UNIT
1	1	81				TYPING I	3	24	1	SWOPE FARNWAY CTR
1	1	81				TYPING I	3	6	1	SWOPE PARNWAY CTR
1	1	81				(YPING I	3	2	1	SWOPE PARKWAY CTC
1,	1	81				TYPING II	3	1	1	SWOPE PARNWAY CTR
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1	1	81				TYFING III	3		1	SWOPE FARKWAY CTR
1	1	81				TYFING III	3	1	1	SWOPE PARKWAY CTR
1	1	81				RECORDS HCHT	2	2	1	SWOPE FARNWAY CTR
1	1	81				RECORDS MGMT	2	4	1	SWOPE PARKWAY CTR
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1	1	81				MACHINE CALC	1	4	1	SWOPE PARKWAY CTR
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1	1	81				MACHINE CALC	1	24 15	3	NORTHLAND WRK TRNG
1	1	81				MACHINE CALC	1	20	3	SE WRK TRNC UNIT
1	1	81				OFFICE MACHINES	1	20	1	SWOPE PARKWAY CTR
1	1	81				OFFICE MACHINES	1	3 1	1	SWOPE FARNWAY CTR
1	1	81				OFFICE MACHINES	1	1	1	SWOPE PARKWAY CTR
1	1	81				OFFICE MACHINES	1	3	1	SWOPE PARNWAY CTR
1	1	81				OFFICE MGMT I	3	15	3	SWOPE PARNWAY CTR
1	1	81				OFFICE MGMT II	-	15	3	SE WRK TRNG UNIT
1	1	81	LONGVIEW		5101	INTRO DATA PROC	3	15	3	SE WRN TRNG UNIT
1	1	81	MAPLE WOODS		-	EDP CONCEPTS	3	32	3	US MARINE CORFS CTR Northgate
11	1	81	PENN VALLEY			EDP CONCEPTS	3	14	5	NONTROFIE

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		YEAR 	INSTITUTION		CODE	COURSE TITLE				LOCATION
1	1	81	PENN VALLEY	1	5101	COMPUTER TOPICS	۵	14 14 11 16 13 15 5 8 13 14 16 4 10 2 6 9	7	00000700177 100 070
1	1	81	FENN VALLEY FENN VALLEY Longview		5102	KEY PUNCH	7	14	3	OPPORTUNITY IND CTR
1	1	81	LONGVIEW		5306	FLUID POWER	7	14	3	OPPORTUNITY IND CTR
1	1	81			0000	FLUID FOWER	3	11	3	KC FIRE ACADEMY
1	1	81				DIESEL DIAG REP	5	10	1 1	NC FIRE ACADEMY
1	1	81				DIESEL DIAG REP	5	15	1	NC FIRE ACADEMY
1	1	81	LONGVIEW		5310	MICROPROCESS II	3		1	NC FIRE ACADEMY
1	1	81				MINICOMP EL IX	3	8	1	WESTERN ELEC
1	1	81				MINICOMP EL IX	3	17	1	WESTERN ELEC
1	1	81				MINICOMP EL IX	3	14	1	WESTERN ELEC
1	1	81				MINICOMP EL IX	3	16	1	WESTERN ELEC
1	1	81	PIONEER		5317	BLDG MAINT	4	4	1	WESTERN ELSC
1	1	81	•			BLUEFRINT READ	2	10	3	LINWOOD MULTIFRFS BG
1	1	81	LONGVIEW		5505	CRIMINAL INUEST	3		37	BLACN ECON UNION
1	1	81				CRIMINAL INVEST ACCIDENT SITE	3		3 3	JANSN CO SHERIF HDQ
1	1	81				TRAFFIC LAW ANM	3	9	3	JANSN CO SHERIF HDQ Jansn co sherif hdq
1	1	۰.		_		HUMAN ANAÌOMY HUMAN ECOLOGY CONSUMER WEHAV AŪV MCMT COST ACCT MCMT INFO SYST CORF FINANCE BUS ADMIN FKIN OF BANNING MARNET FOR BANN REAL EST FIN II INSTAL CREDITS BANN INVESTMENT SUP AND PER AUM ANALY FIN STATS DATA PROC BUS LABOR LEGIS HUMAN SEXUALITY ADV THRY SPTS ADV THRY SPTS ADV THRY SPTS ADV THRY SPTS PHIL OF SAFETY OCC SAF HTH LEG SPEC SEC FROB GRAPH PAFR INK PLANT LAYOUT SPEC PROBLEMS		-	-	Shinon of Shekir HDU
1	1	81 81	AVILA ·	2	0400	HUMAN ANATOMY	4	4	1	ST LUKES HOSP
1	1	81	COLUMBIA			HUMAN ECOLOGY	3	15	2	ENV FROTEC AGCY NC
1	1	81	COLONBIA		0500	CUNSUMER VEHAV	3	0	4	NANSAS CITY
1	1	81					3	7	3	NANSAS CITY
1	1	81				CUST ACCT	3	2	3	NANSAS CITY
1	1	81				ACAT INFU SYST	3	13	3	NANSAS CITY
1	1	81	ROCKHURST			DURP FINANCE	3	8	3	NANSAS CITY
1	1	81	RUCKHORST			BUS ADMIN	3	10	4	AMER INST OF BANNING
1 1	1	81				PRIN OF BANKING	3	/8	4	AMER INST OF BANNING
1	1	81				DEAL FOR FANK	3	18	4	AMER INST OF BANNING
1	1	81				NEAL COCDITC	3	8	4	AMER INST OF BANNING
1	1	81				DANK INUCCTION	3	5	4	AMER INST OF BANKING
1	1	81				SUP AND DED ADM	3	12	4	AMER INST OF BANNING
1	1	81	ROCKHURST		0502	ANALY ETH STATE	3	22	4	AMER INST OF BANKING
1	1	81	CMSU		0502	DATA POOC DUC	3	6	4	AMER INST OF BANKING
1	1	81	01100		0500	LAROP LEGIS	3	12	2	BLUE SPRINGS
1	1	81	CHSU		0800	LHBOR LEGIS	3	0	0	BLUE SPRINGS
1	1	81	NWMSU		0000	ANU THRY SETS		15	0	RAYTOWN SOUTH HIGH
1	1	81						15	2	NORTH NANSAS CITY
1	1	81	CMSU		0836	PHIL OF SAFFTY	2 7	13	2	NORTH NANSAS CITY
1	1	81				OCC SAF HTH IFC	3	0	0	PENN VALLEY COM COLL
1	1	81				SPEC SEC PROP	7	0	0	PENN VALLEY COM COLL
1	1	81				GRAPH PAPE INK	3	11	0	PENN VALLEY COM COLL
1	1	81	CMSU		0913	PLANT LAYOUT	3	17	2 3	FRINT INDUS ASSOC
1	1		AVILA		1100	SPEC PROBLEMS	3	7	3 1	HICKMAN MILLS HIGH
1	1		WEBSTER		1200	PATIENT FU NURS	3	1	7	NOTRE DAME DE SION
1	1	81				NURS INSERVICE	3	1	3 7	NANSAS CITY Nansas city
1	1	81				NURS ADMINIS	3	1	<u>ז</u>	NANSAS CITY
1	1	81				NURS CARDIOLOGY	3	2	7	KANSAS CITY
1	1	81				NURS RHEUMATOL	3	1	3	NANSAS CITY
1	1	81				NURS EXP FAMILY	3	ò	3	NANSAS CITY
1	1	81				PATHOPHYSIOLOGY	3	õ	3	NANSAS CITY
1	1	81				TOFICS IN NURS	3	õ	3	KANSAS CITY
~ ¹ 13	1	81	CMSU		1300	VOC HOME ECON	2	12	3	RAYTOWN SOUTH HIGH

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REGION	TERM	YEAR	INSTITUTION	LEVEL	HEGIS CODE	COURSE TITLE	CREDITS	ENROLLMENT	FACULTY	LOCATION	
1	1	81	WEBSTER	2	1500	REL SCI BIOMED	7	0 0 10 13 12 2 18 10 23 14 10	7		
1	1	81				REL SCI BIOMED	3 3 3	0	3 3	KANSAS CITY Kansas city	
1	1	81	AVILA		1700	CALC ANAL GEOM	3	10	3	DHARA HIGH	
1	1	81	AVILA		2000	ABNORM DECISION	3	13	1	N NC HUSP	
1	1	81	CHSU			INDUS PSYCH	3	12	2	BLUE SPRINGS	
1	1	81				STAT BEHAV SCI	3	2	2	PENN VALLEY COM COLL	
1	1	81	COLUMBIA			HUMAN SEXUALITY	3	18	3	KANSAS CITY	
1	1	81		,		READ SEM PSYCH	3	10	3	KANSAS CITY	
I	1	81	AVILA		2200	WORLD GEOGRAPHY	3	23	3	NOTRE DAME DE SION	
1	1	81				20TH CENT BEYON	3	14	3	ROCKHURST HIGH	
1	1	81				THE FAMILY	3	10	2	N KC HOSP	
1	1	81	ROCKHURST		2204	MONEY AND BANK	3	17	4	AMER INST OF BANKING	
1	1	81				PERSONAL FIN I	3	13	4	AMER INST OF BANKING	
1	1	81				PERSONAL FIN II	3	14	4	AMER INST OFBANKING	
1,	1	81	CMSU		2207	MUNIC ADMIN	3		Ö	PENN VALLEY COM COLL	
1	1	81	CMSU		2208	CORREC PREVENT	3	0 0	Ċ	PENN VALLEY COM COLL	
1	1	81	•			INT APP GERON	3	11	2	JEWISH GERIATRIC CTR	
1	1	81	CHSU		2209	ADV POLICE MONT	3	9	2	PENN VALLEY COM COLL	
1	1	81	AVILA		4900	PERS DECISIONS	3	8	2	ST JOSEPHS HOSP	
. 1	1	81				PERS DECISIONS	3	11	1	CHILDRENS MERCY HOSP	
1	1 1	81	UHC	3	0100	AG ENG-STRUCT	2	18	2	CAMERON	
1		81	CNOU			AG ENG STRUCT	2	6	2	SEPALIA	
1	1	81	CMSU		0500	SEM IN MGMT	3	20	2	BLUE SPRINGS HIGH	
1	-	81	UMKC			ACCT THEORY PRA		3	2	NORTHGATE EL CTR NC	
- <u>-</u> ,	1	81				ORG BEHAVIOR	3	31	2	FT LEAVENWORTH KS	
1	1	81				GOVT CONTRACT	3	48	2	FT LEAVENWORTH KS	
1	1	81 81	WEBSTER			POLITICS OF ADM	3	31	2	FT LEAVENWORTH KS	
1	i	81	WEDDIER			CUR ECON ANALYS	3	1	3	NANSAS CITY	
1	1	δ1 81				MARNETING PRIN	3	0	3	NANSAS CITY	
1	1	81				MARKETING PRIN	3	0	3	NANSAS CITY	
1	1	81				MARKETING PRIN	3	0	3	KANSAS CITY	
1	1	81				MARKETING PRIN	3	0	3	KANSAS CITY	
1	1	81				BUSINESS FINANC	3	0	3	NANSAS CITY	
1	1	81				BUSINESS FINANC BUSINESS POLICY	3	1	3	KAHSAS CITY	
1	1	81				BUSINFSS POLICY	3	26	3	KANSAS CITY	
1	1	81				BUSINESS POLICY	3 3	18	3	KANSAS CITY	
1	1	81				BUSINESS POLICY		12	3	NANSAS CITY	
1	1	81				DECISION MANING	3	13	3	NANSAS CITY	
1	1	81				DECISION MAKING	3 3	0	3	NANSAS CITY	
1	1	81				DECISION MAKING	3	0	3	KANSAS CITY	
1	1	81				DECISION MAKING	3	0 1	3	NANSAS CITY	
1	1	81				MGT SYST ANALY	3	12	3 3	NANSAS CITY	
1	1	81					1	73		NANSAS CITY	
1	1	81				LEG ISSUES MCMT	3	0	к 3	ANSAS CITY	
1	1	81				MGMT ORG BEHAV	3	11		NANSAS CITY	
1	1	81				MGMT ORG BEHAV	3	21	3 3	KANSAS CITY	
1	1	81				NGN1 ORG BEHAV	3	21	3	NANSAS CITY	
1	1	81				MGMT ORG BEHAV	3	0	3	KANSAS CITY Kansas City	
1	1	81				NGMT ORG BEHAV	3	ŏ	3	KANSAS CITY	
_1 20	1	81				GROUP DYNAMICS	3	16	3	NANSAS CITY	~
~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~							-		5	ANAGHG CITT	2

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REGION		YEAR	INSTITUTION	LEVEL	HEGIS	COURSF TITLE	CREDITS	ENROLLMENT	FACULTY	LOCATION
1	1	81	WEBSTER	3	0500					
1	1	81	CMSU	5	0502	VALUE SYSIEMS ACCT DECIS MAK	37	0 15	3	KANSAS CITY
1	1	81	CMSU		0800	PR TCHG ELE MTH			2	BLUE SPRINGS HIGH
1	1	81	CMSU		0836	CURR LIT RSCH	3	0	0	BLUE SFRINGS HIGH
1	1	81	CMSU		0900	METHODS ENGIN	3 3	0	0	FENN VALLEY COM COLL
1	1	81	0.100		0700	ENG ECON	2	14	2	HICKMAN MILLS HIGH
1	1	81	UMC			CTV ENG:SOL WST	3	14 12	2	HICKMAN MILLS HIGH
1	1	81				CIV ENG:ADMIN	3	15	3	NANSAS CITY
1	1	81				CIV ENG: FOUND	3	35	3 3	NANSAS CITY
1	1	81				CIV ENG: HWY	3	10	2	NANSAS CITY
1	1	81				CIV ENG:STRUC	3	22	3	NANSAS CITY
1	1	81				CIV ENG:CON ENG	3	16	4	NANSAS CITY
1	1	81				CIV ENG:BIOPROC	5	9	2	NANSAS CITY Nansas City
1	1	81.				ELEC ENG:MCOMP	3	, 7	2	NANSAS CITY
1	1	£ 1				ELEC ENG:PROC	3	, 9	4	
1	1	31				ELEC ENG:ELECTR	3	2	2	NANSAS CITY Nansas City
1	1	31				ELEC ENGLAMPLIF	3	17	4	KANSAS CITY
1	1	81				ELEL ENG COMP	3	8	2	NANSAS CITY
1	1	81				ELEC ENG FOWR	3	3	2	NANSAS CITY
1	1	81				ELEC ENG PROB	3	3	4	NANSAS CITY
1	1	81				ELEC ENG RLAY	3	9	3	NANSAS CITY
1	1	81				ELEC ENG RSCH	3	1	4	NANSAS CITY
1	1	81				IND ENG DATA	3	12	4	NANSAS CITY
1	1	91				IND ENG PROB	3	1	4	NANSAS CITY
1	1	81				IND ENG MGMT	3	19	3	NANSAS CITY
1	1	31				MEC AERO ENC	3	5	4	NANSAS CITY
1 .	1	81	UMAC		1000	MUSIC ED CONF	2	17	2	TANTARA
1	1	81				RECORDER PED	2	14	2	NORTHGATE ED CTR NC
1	1	81				ORFF WORNSHOP	1	14	2	NORTHGATE ED CTR NC
1	1	81	WEBSTER		1200	HOSP PERS MCMT	3	22	3	NANSAS CITY
1	1	81				HOSP PERS MONT	3	1	3	NANSAS CITY
1	1	81				WASHP HELTH MCT	3	0	3	NANSAS CITY
1	1	81				COUNSEL FOR AGE	3	0	3	KANSAS CITY
1	1	81				THEORY PR ADMIN	3	6	3	KANSAS CITY
1	1	81	WEBSTER		2100	ADM DECIS MAKIN	3	0	3	NANSAS CITY
1	1	81				MANAG VOLUNTEER	3	0	3	NANSAS CITY
1	1	81	UMC		2200	IND ENG ACCT	3	10	4	NANSAS CITY
1	1	81 81				COMM DEV PER	3	11	1	KANSAS CITY
1	1	81				TOP ECON ED	1	4	1	SÍ JOSEPH
1	1	81				SOC JUS POLCY	3	17	4	NANSAS CITY
1	1	81				SOC DEVIANCE	3	15	4	NANSAS CITY
1	1	81	UMAC			LIT OF HUMAN	3	14	2	NANSAS CITY
1	1	81	CMSU		2240	HARRY TRUMAN	3	5	3	NORTHGATE ED CTR NC
•	•	01	CHSU		2209	METH CRIM JUS	3	8	3	PENN VALLEY COM COLL
1	1 1	81 81	CMSU	4	0800	CURRIC ADULT ED	2	0	0	BLUE SFRINGS HIGH
1	1	81				EARLY CHILD ED	3	11	2	BLUE SFRINGS HIGH
1	1	81				PSY UF EXCEP CH	2	15	2	HICKMAN MILLS HIGH
1	1	81				GROUP PRO GUIDA	2	11	3	HICKMAN HILLS HIGH
-	-					UTIL TEACH AIDS	2	0	0	HICKMAN MILLS HIGH
9 <u>7</u>	1	81	UMC	5	0080	OENG ED TCH WRT	G	22	0	2MARSHALL
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1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	81 81 81 81 81 81 81 81 81 81 81 81 81 8	AVILA CMSU Rockhurst UMC	5	0800	SEM URB STUDIES SCHOOL CLIMATE MULTICULT EDUC SEM LEARN STYLE SCHOOL/PARENT ADV ED PSYCH II ELEM SCH CURR METH REM READ SUPER STU TEACH INT LEARN DISAB	3 2 1 2 2 2 2 2	5 12 0 8 14 26 12	2 3 3 2 2 1	FAXON SCHOOL FAXON SCHOOL WESTPORT JR HIGH Bancroft School Westport Sr High Blue Springs High Blue Springs High	
1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1	81 81 81 81 81 81 81 81 81 81 81 81 81	ROCKHURST			SCHOOL CLIMATE MULTICULT EDUC SEM LEARN STYLE SCHOOL/PARENT ADV ED PSYCH II ELEM SCH CURR METH REM READ SUPER STU TEACH INT LEARN DISAB	2 1 2 2 2 2	12 0 8 14 26	3 3 2 2 1	FAXON SCHOOL WESTPORT JR HIGH Bancroft School WESTPORT SR HICH BLUE SPRINGS HIGH	
1 1 1 1 1 1 1 1 1	1 1 1	81 81 81 81 81 81 81 81 81 81 81 81	ROCKHURST			SEM LEARN STYLE SCHOOL/PARENT ADV ED PSYCH II ELEM SCH CURR METH REM READ SUPER STU TEACH INT LEARN DISAB	1 2 2 2 2	0 0 8 14 26	3 3 2 2 1	WESTPORT JR HIGH Bancroft School Westport Sr High Blue Springs High	
1 1 1 1 1 1 1 1 1	1 1 1	81 81 81 81 81 81 81 81 81 81	ROCKHURST			SCHOOL/PARENT ADV ED PSYCH II ELEM SCH CURR METH REM READ SUPER STU TEACH INT LEARN DISAB	2 2 2 2	8 14 26	3 2 2 1	BANCROFT SCHOOL Westport Sr HJ%A Blue Springs High	
1 1 1 1 1 1 1 1 1	1 1 1	81 81 81 81 81 81 81 81 81 81	ROCKHURST			ADV ED PSYCH II Elem Sch Curr Meth Rem Read Super Stu Teach Int Learn Disab	2 2 2	14 26	2 1	WESTPORT SR HI'A Blue springs high	
1 1 1 1 1 1 1 1 1	1 1 1	81 81 81 81 81 81 81 81 81	ROCKHURST			ELEM SCH CURR METH REM READ SUPER STU TEACH INT LEARN DISAB	2 2	26		BLUE SPRINGS HIGH	
1 1 1 1 1 1 1 1	1 1 1	81 81 81 81 81 81 81 81				METH REM READ Super Stu teach Int learn disab	2			BLUE SPRINGS HIGH	
1 1 1 1 1 1 1 1	1 1 1	81 81 81 81 81 81 81				SUPER STU TEACH Int learn disab		12			
1 1 1	1 1 1	81 81 81 81 81 81 81				INT LEARN DISAB			1	HICKMAN MILLS HIGH	
1 1 1	1 1 1	81 8; 81 81 81 81					2	12	1	HICKMAN MILLS HIGH	
1 1 1	1 1 1	81 81 81 81				EC ED PROB TROF	2	15	2	RAYTOWN SOUTH HIGH	
1 1 1 1 1	1 1 1 1 1 1	81 81 81				PROB ED ADMIN	2 2	52	1	RAYTOWN VOTEC LTR W	
1 1 1 1	1 1 1 1	81 81				SCH COMM RELAT	3	3 7	3	MARYVILLE	
1 1 1	1 1 1	81				LEG ASP OF EDUC	3	6	3	MARYVILLE	
1 1 1	1 1 1					ED ADM ELEM SEC	4	8 1	3	MARYVILLE	
1 1	1 1					PROB CETA STAFF	2	1	2 2	MARYVILLE Nansas city	
1	1	81				OCCUP ANALYSIS	2	18	2	SEDALIA	
		81	•			SEL ORG SBJT MR	3	14	2	RAYTOWN	
1	1	91				PROB AG ED	2	12	2	SEDALIA	
1	1	81				PROB MGT IMAGE	3	1	2	MARYVILLE	
1	1	81				PROB AG ED	2	5	2	CAMERON	
1	1	81 81				CAPS CFPP TRNC	2	26	1	MAYSVILLE	
1	1	81				CEPP CADRE TRG	2	34	2	LEES SUMMIT	
1	1	81				ADAP PHYS ED	3	27	2	ST JOSEFH	
1	1	81				ADAP PHYS ED	3	30	-	BELTON	
1 '	1	81				ADAP PHYS ED	3	33	1	BLUE SPRINGS	
1	1	81				INT LEARNG DIS	3 3	25	3	SINEST	
1	1	81				TEACH BEHAV DIS Sem int spec ed	3	28	2	SEDALIA	
1	1	81				EDUC STATISTICS	3	22 1	2		
1	1	81				ANA CORR READ	3	23	3 2	MARYVILLE	
1	1	81				PROB TEACH WRTS	1	20 4	2	NEYTESVILLE Marshall	
-	1	81	•			ELEM SCH CURRIC	3	1	2	ST JOSEPH MARYVILLE	
1			UMKC			EDUC EXCEP CHIL	3	13	3	EXCELSIOR SPRINGS	
1		81				EDUC EXCEP CHIL	3	29	2	BANNEKER SCHOOL NC	
1		81				MATH TEACHER II	3	14	2	NORTHGATE ED CTR NC	
-		81 81				STRESS IN CLASS	3	11	2	GRANDVIEW HS GRANDV	
-	-	81				READ SLOW LRNR	3	15	2	OLDHAM ED CTR INDEP	
	-	81				READ INT TO HS	3	10	2	CLEVELAND HIGH CLEVE	
1		81				BEHAV PROB	3	0	2	NORTHGATE ED CTR NC	
1		81				MIDDLE SCH	3	15	2	NORTHGATE ED CTR NC	
1		81				MOT CLASS MGMT Char Behav DIS	2 3	0	3	OLDHAM ED CTR INDEP	
1		81				TEACHING SOC ST	3	6	2	BLUE SPRINGS HS BSPG	
1		81				CHILD BEHAV DEV	3	13 20	3	OLDHAM ED CTR INDEP	
1		ម1				BASIC SKILL DIS	3	14	2 2	NORTHGATE ED CTR KC	
1		81				READ ASSMNT EVA	3	12	2	GILLIS HOME KC	
1		81				CONSUMER ED ELM	3	0	2	NORTHGATE ED CTR NC Oldham ed ctr indepe	
1		81				EX PROG EL S ED	3	35	3	NORTHGATE ED CTR NC	
1		81				BEHAV PROB CLAS	3	37	2	NORTHGATE ED CTR N.	
1 1 1		81 81				CAREER ED CON Career ed Strat	1	9	2	GARDEN ELEM FRAVILLE	25

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REGION	TERM	YEAR	INSTITUTION	LEVEL	HEGIS CODE	COURSE TITLE	CREDITS	ENROLLMENT	FACULTY	LOCATION		-
1 1 1	1 1 1 1 1 1	81 81 81 81	UMKC WEBSTER			CAREER ED INFUS INTERDIS TOPIC INTERDIS TOPIC INTER STUDY DEV°L MULTICURR INTRU LFARN DIS	1 3 3 3 3 3 3	0 25 0 0 5 6	2 3 3 3 3 3 3 3	GARDEN ELEM PRN Kansas City Kansas City Kansas City Kansas City Kansas City	.VILLE	· ·
,												
	26										27	
C	<u>ب</u>											