

The College reserves the right at any time to make changes as necessary in the programs, regulations, fees, and class schedules.

## INSTRUCTIONAL, LABORATORY, AND OTHER PHYSICAL FACILITIES

Instructional, laboratory, and other physical facilities that relate to academic programs can be viewed on the Midstate College website at: <http://midstate.edu/academics/directory/campus.php>.

## ADMINISTRATION, STAFF, FACULTY AND OTHER INSTRUCTIONAL PERSONNEL

The personnel directory can be viewed on the Midstate College website at: <http://midstate.edu/academics/directory/employees.php>.

## ACADEMIC IMPROVEMENT PLAN

Midstate College incorporates continuous improvement at all levels of the organization including academic programs and courses. Moreover, careful attention is given to the assessment plan/report regarding the quality of the assessment instruments and methodology; the frequency with which assessment is conducted; the degree of participation to ensure the validity and reliability of the findings; and the extent to which input is sought from graduates, employers, students, advisory committees, faculty, school administrators etc. Midstate College designs new programs based on community need and enrollment possibilities. Market research, employer surveys, and advisory board input all provide vital information about stakeholder needs that is essential for designing relevant programs. Once a new program is proposed, it is shaped by a thorough analysis of similar programs offered at other public and private institutions. This helps ensure the new program will be competitive in the marketplace and that it will offer an educational experience comparable or exceeding in quality to other institutions. The process for designing new courses starts with the faculty and is based on feedback from employers in the field and suggestions from program accrediting bodies. New outcomes are developed in a cooperative effort between program directors and faculty content experts. Both program-specific and general education course objectives are tied to program objectives via matrices created and maintained by the program director. Proposed courses are reviewed by the program's advisory board and must be approved by both the departmental faculty and the College's administration.

## DEGREE COMPLETION PROGRAM AGREEMENTS

Midstate College has partnered with area colleges to provide seamless transitions for students who wish to obtain a baccalaureate degree. Below is a list of institutions that have degree completion programs with Midstate College: Illinois Central College, Black Hawk College, Spoon River College, Huntington Junior College, and MacCormac College.

Midstate College (MC) has a consortium agreement with Heartland Community College (HCC) for the Bachelor of Science Degree in Realtime Reporting. This agreement permits students to be enrolled simultaneously at both MC and HCC without impacting financial aid, allowing the students to be charged Heartland Community College's current tuition rate for those courses in which the students are enrolled at HCC. Because Midstate College is on the quarter system and Heartland Community College is on the semester system, students must carefully follow the enrollment plan to maintain part-time or full-time enrollment status.

### Midstate College will provide:

- ❖ Counseling to ensure that the concurrent enrollment meets standards for financial aid
- ❖ Processing and disbursement of students' financial assistance
- ❖ Adjustment to the cost of attendance to compensate for the differences in tuition charges
- ❖ Completion of refund calculations and the return of any funding, when necessary
- ❖ Oversight of student eligibility and satisfactory progress
- ❖ Documentation explaining academic policies, financial assistance policies, tuition, etc.

At the satisfactory completion of required coursework, Midstate College will grant the student a Bachelor of Science Degree in Realtime Reporting.

For more information on degree completion programs, contact an Admissions Representative or visit our website at: <http://www.midstate.edu/admissions/transfer.php>.