

**Part II: The "Institutional Summary
Form Prepared for Commission Reviews"**
(Applicable to all institutions)

EDUCATIONAL PROGRAMS

1. Level of offerings (Check all that apply)

- Diploma or certificate program(s) requiring less than one year beyond Grade 12
- Diploma or certificate program(s) of at least two but fewer than four years of work beyond Grade 12
- Associate degree program(s) requiring a minimum of 60 semester hours or the equivalent designed for transfer to a baccalaureate institution
- Associate degree program(s) requiring a minimum of 60 semester hours or the equivalent not designed for transfer
- Four or five-year baccalaureate degree program(s) requiring a minimum of 120 semester hours or the equivalent
- Professional degree program(s)
- Master's degree program(s)
- Work beyond the master's level but not at the doctoral level (such as Specialist in Education)
- Doctoral degree program(s)
- Other (Specify) _____

2. Types of Undergraduate Programs (Check all that apply)

- Occupational certificate or diploma program(s)
- Occupational degree program(s)
- Two-year programs designed for transfer to a baccalaureate institution
- Liberal Arts and General
- Teacher Preparatory
- Professional
- Other (Specify) _____

GOVERNANCE CONTROL

Check the appropriate governance control for the institution:

- Private (*check one*)
- Independent, not-for-profit
- Name of corporation OR
Name of religious affiliation and control: _____
- Independent, for-profit *
- If publicly traded, name of parent company: _____
- Public state * (*check one*)
- Not part of a state system, institution has own independent board
- Part of a state system, system board serves as governing board
- Part of a state system, system board is super governing board, local governing board has delegated authority
- Part of a state system, institution has own independent board

INSTITUTIONAL INFORMATION FOR REVIEWERS

1. History and Characteristics

The University of South Carolina Beaufort (USCB), a senior campus of the state's flagship public university system, brings the University of South Carolina's statewide mission of teaching, research, and public service to the Lowcountry of South Carolina.

Mission Statement

The University of South Carolina Beaufort responds to regional needs, draws upon regional strengths, and prepares graduates to contribute locally, nationally, and internationally with its mission of teaching, research, and service. USCB is a senior baccalaureate campus (1,400 to 3,000 students) of the state's largest public university. It offers degree programs in the arts, humanities, professions, and social and natural sciences delivered through on-site instruction and distance education, along with an active program of co-curricular activities and athletics. It serves a racially and culturally diverse student body, including military personnel, veterans and their dependents, and draws students from the South Carolina Lowcountry, from around the country, and from around the world. USCB enriches the quality of life for area residents of all ages through its academic programs, continuing education, artistic and cultural offerings, community outreach, collaborations with regional initiatives, and life-long learning opportunities.

History

USCB has one of the oldest traditions of higher education in the nation, dating to the 1795 charter of Beaufort College. Partnering with the University of South Carolina, state and

University leaders discussed ways to increase access to university education in the 1950's. In 1959, the Beaufort College building welcomed 57 students to USCB, a two-year campus in the USC system. Over the next 30 years, USCB developed an eight-acre campus on the waterfront in Beaufort's historic district—constructing buildings, renovating a former elementary school and purchasing historic properties. The University began offering classes on Hilton Head Island in 1985. By the late 1980's, students pursued baccalaureate degrees in several fields through USC Aiken and USC Columbia cooperative programs offered on the USCB campus. With the support of the community, Beaufort County Council, faculty, staff, students, the Beaufort-Jasper Higher Education Commission, and the Trustees of the College of Beaufort, USCB was approved to seek baccalaureate accreditation in 2002. Expanded as a Comprehensive University in August 2004, USCB emerged as South Carolina's newest accredited four-year university. Six baccalaureate degrees were offered and the first building opened on the Hilton Head Gateway campus 200 acre site. The next five years saw a science building, high-tech library, on-campus housing, and campus center constructed. Degree programs doubled and USCB Sand Shark athletics debuted, joining the NAIA Sun Conference. Over 1,700 students now pursue 17 baccalaureate degrees and more than 1,300 community members participate in the Osher Lifelong Learning Institute at USCB. Our region's 220-year commitment to university education has remained constant—while USCB has responded to its needs.

Student Characteristics

USCB students are primarily traditional freshmen, transfer, military, and continuing undergraduate students. In Fall 2013, there were 1,724 students enrolled at USCB with 78% of them being of traditional age, defined as age 24 and below. Two-thirds were degree seeking. Eighty percent were full-time students and 32% were minority. Although USCB draws its students primarily from the Lowcountry region of South Carolina, students come from 28 other states and three foreign countries. Market segments expanded out-of-state and out-of-country with the addition of student housing in Fall 2005. Admission of freshmen students is based on high school course selection (19 units required), high school GPA, and SAT or ACT scores with the minimum entrance exam scores of 800 on the SAT and 17 on the ACT.

2. List of Degrees

USCB offers 17 baccalaureate degrees with nine concentrations/tracks, two associate degrees and two undergraduate certificates. Table 1 provides a list of all degrees, concentrations, and undergraduate certificates awarded by USCB and the number of each awarded between January and December 2013, including programs in abeyance, and those recently begun or terminated.

USCB Definitions

Abeyance. *An academic program, certificate, concentration, center, or course is placed in abeyance, i.e., "suspended" or "put on hold," when it is not taught for three or more successive years. A record of materials in abeyance is maintained by the Registrar until such time as they are either reactivated or terminated. In the meantime they are removed from the Bulletin and are not recruited, marketed, or made available to students. Such offerings are typically put into abeyance when they consistently have no or low enrollment over a period of time to be determined by the Department Faculty. A teach-out plan is required for students currently enrolled in any program for which abeyance is requested. When and if demand warrants, an academic program, certificate, concentration or course can be reactivated by action of the Department Chair, the Curriculum Committee, and approval by the Faculty Senate. At that point, a qualified Program Coordinator will be identified.*

Program Termination. *Program termination is the discontinuance of a degree program, certificate, concentration, center, or other organizational unit. Courses can also be terminated. Terminated materials cannot be reactivated. However, modifications of terminated programs can be introduced into the curriculum when justified.*

Undergraduate Certificates. *A certificate refers to an organized series of courses that is less than a degree program offered for credit for eligible students. Certificates are normally targeted towards baccalaureate seeking students. Certificates are a minimum of 15 credit hours. At USCB, certificates are not stand-alone awards, and are available only to students who are concurrently enrolled in a baccalaureate degree program. The certificate and degree are earned simultaneously and the certificate is awarded along with the baccalaureate degree upon graduation. Certificates are issued by the Department Chair and are recorded on the academic transcript. Typically, certificates are an area of study 15 credit hours in length such as the four certificates (terminated) in Business. Two certificates in Spanish are 24 credit hours and were grandfathered in by the South Carolina Commission on Higher Education (SCCHE) when USCB became a baccalaureate degree granting institution in 2004. The SCCHE no longer allows baccalaureate degree granting institutions in SC to offer stand-alone certificates. All certificate courses come from an already approved curriculum.*

Concentration/Track. *A concentration or track refers to a series of courses with a distinctive curricular pattern within the major. Concentrations and tracks are a minimum of 15 credit hours.*

Table 1: Degrees/Certificates Awarded January 2013-December 2013

Key:		
AA – Associate of Arts		AS – Associate of Science
<i>Note: Associate degrees are only offered to active military personnel and their dependents</i>		
BA – Bachelor of Arts		BS – Bachelor of Science
BSN – Bachelor of Science in Nursing		UGC – Undergraduate Certificate
* In abeyance		**Terminated
Type	Major with Concentrations/Tracks	# of Degrees Awarded
BA	Communication Studies	Began in Fall 2013
BA	Early Childhood Education	23
BA	Elementary Education	Began in Fall 2014
BA	English	14
	<i>Concentration in Writing</i>	5
BA	History	9
BA	Liberal Studies	5
	<i>Concentration in Security Studies*</i>	*Abeyance 10-30-2009
BA	Psychology	31
BA	Sociology	4
BA	Spanish with a Track in:	4
	<i>Spanish for Heritage Speakers</i>	0
BA	Studio Art	10
BS	Biology	12
	<i>Concentration in Coastal Ecology and Conservation</i>	6
	<i>Concentration in Biomedical Sciences</i>	0
BS	Business Administration	65
	<i>Concentration in Accounting</i>	11
	<i>Concentration in Human Resource Management*</i>	*Abeyance 03-29-2010
	<i>Concentration in Management</i>	30
	<i>Concentration in Marketing</i>	18
BS	Computational Science	First graduate in May 2014
BS	Health Promotion	Began in March 2014
BS	Hospitality Management	35
BS	Human Services	19
	<i>Concentration in Community Development & Advocacy*</i>	*Abeyance 03-29-2010
	<i>Concentration in Family, Youth & Child Development*</i>	*Abeyance 03-29-2010
	<i>Concentration in Gerontology*</i>	*Abeyance 03-29-2010
	<i>Concentration in Mental Health & Disability Services*</i>	*Abeyance 03-29-2010
BSN	Nursing	
	<i>Pre-Licensure Track</i>	30
	<i>RN to BSN Completion Track</i>	4
AA	Associate of Arts	3
AS	Associate of Science	1
UGC	Professional/Business Spanish	0
	Hispanic Studies/Culture	4
	Accounting Foundations**	**Certificates were terminated by USCB Faculty Senate, USC system Board of Trustees and the SCCHE. SACSCOC was notified and approved the termination effective October 25, 2014.
	Human Resources**	
	Small Business Management**	
	Management Foundations**	

3. Off-Site Locations and Distance and Correspondence Education

Off-Site Locations

USCB is one university serving students at two location—the Historic Beaufort (HB) campus and the Hilton Head Gateway (HHG) campus. USCB does not operate any other locations where coursework toward a degree or certificate can be obtained.

University of South Carolina Beaufort
Historic Beaufort campus (HB)
801 Carteret Street
Beaufort, SC 29902
USA

University of South Carolina Beaufort
Hilton Head Gateway campus (HHG)
One University Boulevard
Bluffton, SC 29909
USA

Distance and Correspondence Education

Distance education is defined as programs whereby more than 50 percent of the courses are delivered through online format (80-100 percent) or through a hybrid (blended) format (30-79 percent online). The University provides online courses for 50 percent or more of the coursework required to obtain a baccalaureate degree in selected fields: Human Services, Nursing, Sociology, and Psychology. However, it is not possible for a student to earn a degree entirely through a distance education at this time. The University offers some general education courses via distance education and some academic programs offer select upper division courses via distance education each semester using Blackboard or hybrid delivery. This totals approximately 30 distance education courses each semester.

A letter from SACSCOC dated December 13, 2012 responded to the University's request to offer its current baccalaureate degree programs 100% online. The letter stated that "We accept notification and request no further information." While USCB has SACSCOC approval to offer its programs via electronic delivery, the University does not offer any programs completely through distance education. For example, the University submitted a Substantive Change Prospectus to SACSCOC and received approval to offer the RN-BSN degree through an online format. However, there are clinical components in the program that are not yet online thus requiring face-to-face delivery. USCB offers courses primarily through face-to-face modalities, with some distance education options.

Table 2: Degree/Certificate Offerings by Site and Mode of Delivery

	Degree/Program	≥50% (including Gen Ed)		
		HB Campus	HHG Campus	Distance Education
BA	Communication Studies		X	
BA	Early Childhood Education		X	
BA	Elementary Education		X	
BA	English		X	
	<i>Concentration in Writing</i>		X	
BA	History		X	
BA	Liberal Studies		X	
BA	Psychology		X	Asynchronous
BA	Sociology		X	Asynchronous
BA	Spanish with a Track in:		X	
	<i>Track in Spanish for Heritage Speakers</i>		X	
BA	Studio Art	X		
BS	Biology		X	
	<i>Concentration in Coastal Ecology and Conservation</i>		X	
	<i>Concentration in Biomedical Sciences</i>		X	
BS	Business Administration		X	
	<i>Concentration in Accounting</i>		X	
	<i>Concentration in Management</i>		X	
	<i>Concentration in Marketing</i>		X	
BS	Computational Science		X	
BS	Health Promotion		X	
BS	Hospitality Management		X	
BS	Human Services		X	Asynchronous
BSN	Nursing (<i>includes Pre-Licensure and RN to BSN Completion</i>)		X	Asynchronous- RN to BSN only
AA	Associate of Arts		X	
AS	Associate of Science		X	
UGC	Professional/Business Spanish		X	
	Hispanic Studies/Culture		X	

Dual Enrollment/Dual Credit Courses

Dual Enrollment or Dual Credit courses are offered to qualified high school students. The students are integrated into regular college classes on campus. They are issued a University ID Card and have access to the same services and activities as any other college student. The University has worked with the Jasper County School District for the past four years and hosted 58 high school students in university classes.

Table 3: Dual Enrollment Courses Offered Spring 2010-Fall 2014

Semester	Dual Enrollment Course & Credit Amount	Enrolled	District	Course Location
Spring 2010	BUNV 101 – The Student in the University (3)	14	JCSD*	USCB HHG**
Fall 2011	BUNV 101- The Student in the University (3)	11	JCSD	USCB HHG
Fall 2012	BUNV 101- The Student in the University (3)	16	JCSD	USCB HHG
Fall 2012	BSPC 140 - Public Communication(3)	5	JCSD	USCB HHG
Spring 2013	BSPC 140 - Public Communication (3)	8	JCSD	USCB HHG
Fall 2013	UNIV 101-The Student in the University (3)	2	JCSD	USCB HHG
Spring 2014	MATH 122 – Calculus for Business Administration & Social Sciences (3)	2	JCSD	USCB HHG
Fall 2014	No requests for dual enrollment courses	0	NA	NA
TOTAL		58		

*Jasper County School District (JCSD)

**Hilton Head Gateway campus (HHG)

4. Accreditation

University Accreditation

USCB is accredited by one U.S. Department of Education recognized accrediting body, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). USCB was last reaffirmed by the Commission on Colleges in June 2009. USCB is accredited by the SACSCOC through 2019 with the Fifth-Year Interim Report due on September 15, 2014. USCB is in good standing and has no terminations, sanctions or negative actions taken against the Institution or its programs. USCB has not terminated or voluntarily withdrawn from any accreditation.

Specialized Program Accreditation

Agencies that currently accredit USCB programs are the program-specific specialized accrediting agencies for Education and Nursing. The Department of Education is accredited by the National Council for Accreditation of Teacher Education (NCATE) with its initial review in 2008 resulting in provisional accreditation and a focused visit in 2010 resulting in continuing accreditation. The Early Childhood Education Program is nationally recognized by the National Association for the Education of the Young Child (NAEYC) with its last review in 2013. The Bachelor of Science in Nursing is accredited by the Collegiate Commission on Nursing Education (CCNE) with its last review in 2013.

Table 4 provides the list of agencies that accredit USCB programs, the date of the last review and actions taken. All programs are currently accredited and in good standing with no terminations, sanctions or negative actions taken against them. USCB has not terminated or voluntarily withdrawn from any accreditation. No accrediting agency has terminated USCB's accreditation. USCB has had no sanctions applied or negative actions taken by any of the accrediting bodies including the SACSCOC.

Table 4: List of Accrediting Agencies

Accrediting Agency	Program	Last Review	Negative Actions	Terminations/ Withdrawals
SACSCOC	Institution	2009	None	None
Commission on Collegiate Nursing Education (CCNE)	Bachelor of Science in Nursing	2013	None	None
National Council for the Accreditation of Teacher Education (NCATE)—next accreditation will be the Council for the Accreditation of Educator Preparation (CAEP)	Education Department	2008	None	None
National Association for the Education of the Young Child (NAEYC)	Early Childhood Education	2013	None	None

5. Relationship to the U.S. Department of Education

The University of South Carolina Beaufort (USCB) is in compliance with its program responsibilities under Title IV of the most recent *Higher Education Act* as amended. The University is in compliance with all applicable rules and regulations explicitly stated or extended under the authority of the United States Department of Education (DOE) and Title IV of the Higher Education Act of 1965, as amended. USCB has not received any limitations, suspensions, or terminations from the DOE with regard to student financial aid. There are no reimbursements or exceptional statuses in regard to federal or state financial aid. No issues exist with our Title IV Programs. USCB has not been placed on a reimbursement basis. The USC system's independent audits of USCB's financial aid programs show no evidence of noncompliance. There are no significant impending litigation issues with respect to financial aid activities. USCB does not owe any funds to the Department of Education and has not received any adverse communication from the Department of Education. USCB is not aware of any infractions to regulations which would jeopardize Title IV funding. USCB has not been obligated to post a letter of credit on behalf of the Department of Education or other financial regulatory agencies.

USCB financial aid programs are audited annually as required by federal and state regulations. USCB is authorized to participate in Title IV Federal Student Aid Programs in accordance with the federally required Program Participation Agreement (PPA), including the *PPA Addendum* and an active Eligibility and Certification Approval Report (ECAR). Reauthorization was completed in 2011, and the institution's PPA is effective until 2016.

The sections of the 2010-2011, 2011-2012, and 2012-2013 audits relating to the federal award programs revealed no reportable conditions and no instances of noncompliance with laws, regulations, or provisions of contracts and grants.

The U. S. Department of Education conducted a routine federal program review of USCB during the 2010-2011 academic year. The review included, but was not limited to, an examination of USCB's policies and procedures regarding institutional and student eligibility, financial aid and academic files, attendance records, student account ledgers, and fiscal ledgers. The Federal Program Review Report disclosed some areas of concern that USCB immediately resolved. The Department of Education's Final Federal Program Review Determination concluded that the resolutions were appropriate and satisfactory.

USCB also meets the reporting requirements of the U. S. Department of Education including FISAP (Fiscal Operations Report Application to Participate) and E-Z Audit. The FISAP requires the Institution to report its expenditures and apply for funding for its Federal Work-Study Program and Federal Supplemental Educational Opportunity Program. E-Z Audit requires that the Institution submit its financial statements and compliance audits electronically to the Department of Education. The institution has not been required to obtain a letter of credit in favor of the Department of Education.