

February 10, 2022

INTENT

The Applied Baccalaureate Policy Process Flow document is a companion document to [Policy Guide: Proposal for New Applied Baccalaureate Programs](#).

The intent of this document is to give colleges a:

1. visualization of key components,
2. step by step view of the process, and
3. clarity of expectations.

PROCESS

The flow chart provides the 3 phases of approval for an Applied Baccalaureate degree in Oregon.

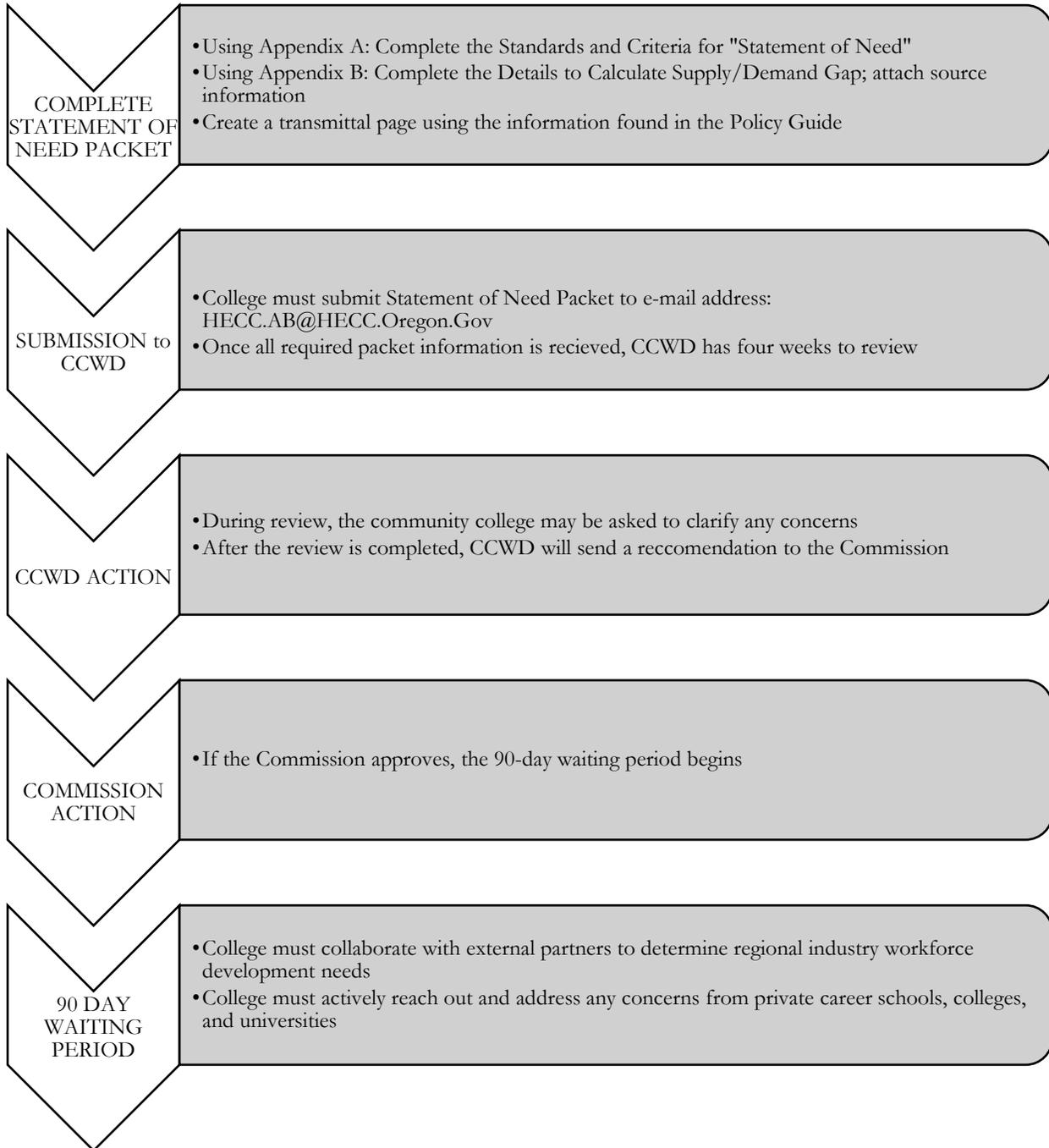
1. **Phase One: Statement of Need**
2. **Phase Two: Notice of Application (Program Proposal)**
3. **Phase Three: Final Program Approval (Submission into Webforms)**

Phase One - Applied Baccalaureate Degree

Complete and Submit Statement of Need, Supply and Demand, and Transmittal Cover Page.

Supporting Documents

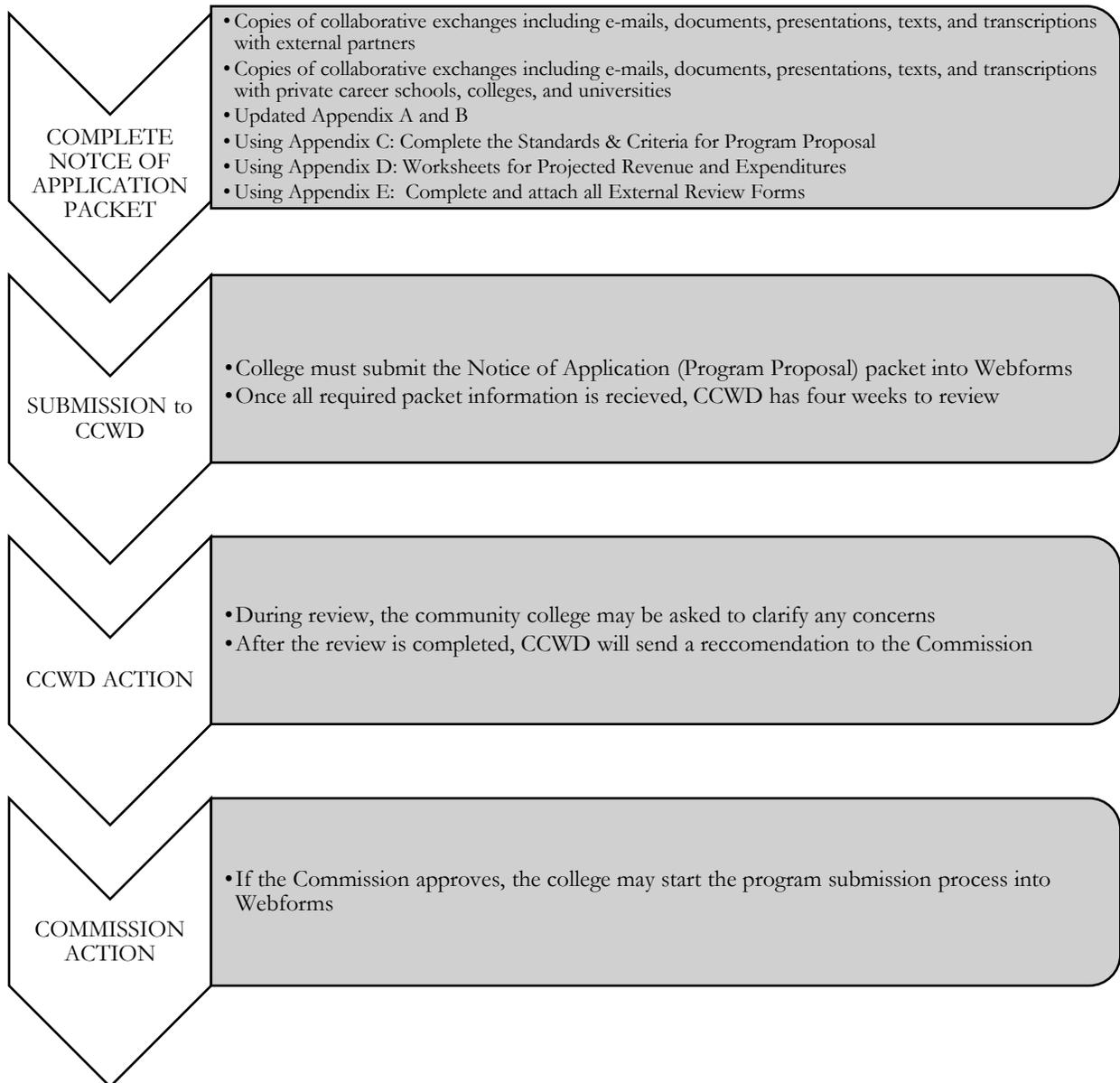
- [Appendix A in the Policy Guide: Proposals for New AB Programs](#)
- [Appendix B in the Policy Guide: Proposals for New AB Programs](#)
- [Transmittal Page in the Policy Guide: Proposals for New AB Programs](#)



Phase Two: Applied Baccalaureate Degree Notice of Application (Program Proposal)

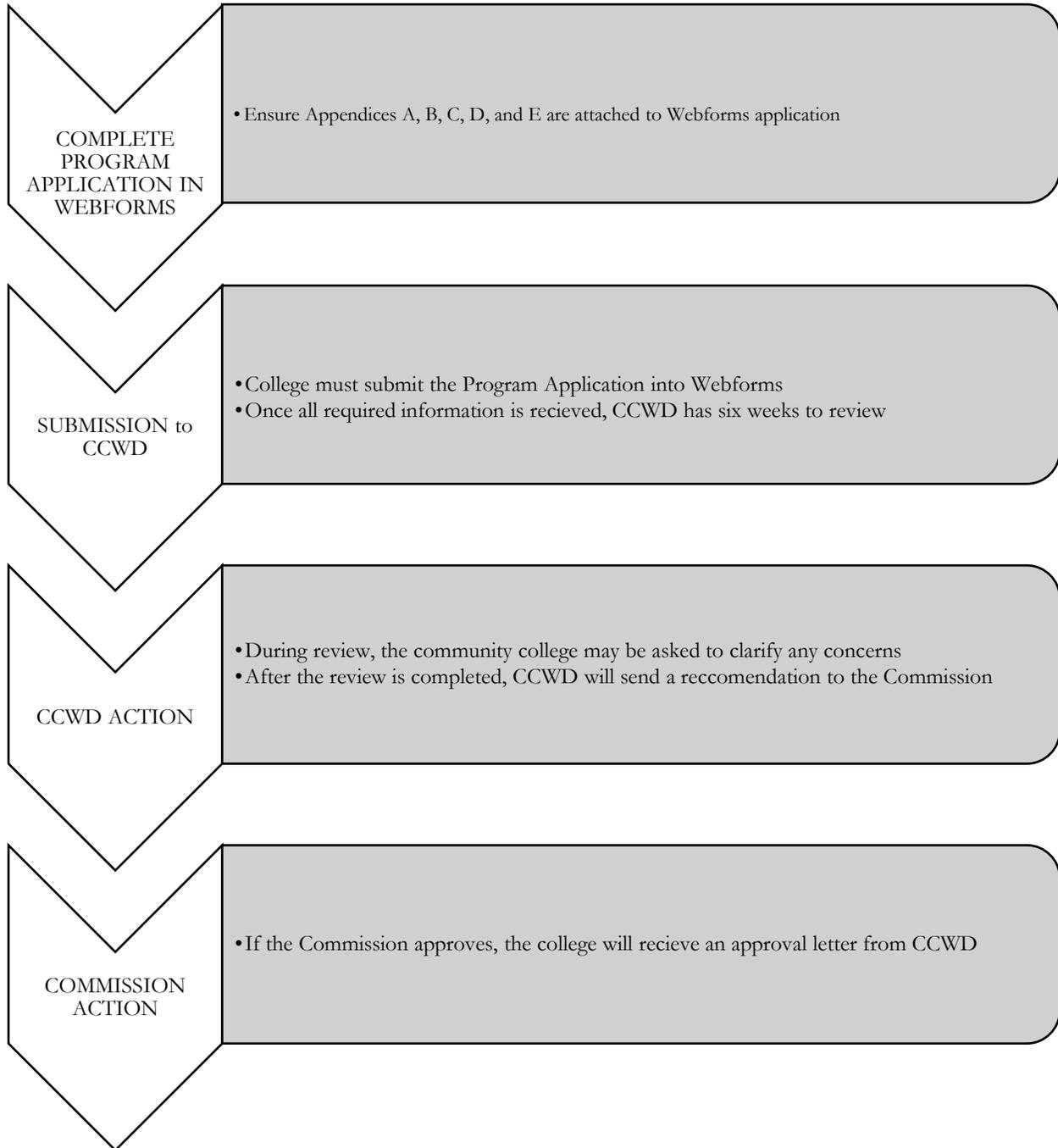
Supporting Documents

- [Appendix A in the Policy Guide: Proposals for New AB Programs](#)
- [Appendix B in the Policy Guide: Proposals for New AB Programs](#)
- [Appendix C in the Policy Guide: Proposals for New AB Programs](#)
- [Appendix D in the Policy Guide: Proposals for New AB Programs](#)
- [Appendix E in the Policy Guide: Proposals for New AB Programs](#)



Phase Three: Applied Baccalaureate Degree Final Program Approval (Submission into Webforms)

Supporting Documents



NOTES

Oregon Administrative Rules

[OAR 589-006-0050 \(2; 11\)](#)

"Applied baccalaureate degree" refers broadly to an applied bachelor's degree designed to incorporate Associate of Applied Science or Associate of Science courses or degrees with an appropriate complement of additional upper-division academic and technical coursework. Upon satisfactory completion, students are awarded a Bachelor of Applied Science which indicates completion of a course of study approved by the community college board and the Commission or its designee.

"Bachelor of Applied Science" is a state-approved baccalaureate degree designed to incorporate applied associate courses and degrees with additional upper-division coursework emphasizing higher-order thinking skills and advanced technical knowledge and skills.

[OAR 589-006-0100 \(4\)](#)

Applied baccalaureate programs offered by community colleges culminate in the award of the Bachelor of Applied Science degree. Each applied baccalaureate degree program shall conform to the specific degree requirements as identified in the Approval Procedures.

[OAR-006-0100 \(7-9\)](#)

(7) Each request for approval to offer an applied baccalaureate program shall be made according to the process, timeline and criteria outlined in the Approval Procedures and as specified by Oregon Revised Statutes.

(a) To meet the criteria of ORS 350.075(3)(g), the commission shall ensure that approved programs:

- (A) Are consistent with the mission statement of the community college;
- (B) Do not unnecessarily duplicate academic programs offered by Oregon's other community colleges or public universities;
- (C) Are not located in a geographic area that will cause undue hardship to Oregon's other community colleges or public universities; and
- (D) Are allocated among Oregon's community colleges and public universities to maximize the achievement of statewide needs and requirements.

(b) To meet the criteria of ORS 341.013, the Commission shall ensure that approved programs:

- (A) Describe the program to be offered;
- (B) Describe the method by which the program will be created, including any necessary accreditation by the relevant accrediting agency or agencies;

(C) Document local unmet workforce needs that will be addressed by offering the program; and

(D) Document that the community college has the expertise, resources and student interest necessary to make the program successful.

(8) A proposed applied baccalaureate degree program must be approved by the Commission. The Commission shall approve a proposed applied baccalaureate degree program if:

(a) the community college submits all of the information and documentation required under subsections 7(a) and 7(b) above; and

(b) Meets or exceeds the local community college board of education program approval standards; and

(c) Meets or exceeds the Commission's program approval standards and criteria.

(9) To meet the approval standards of the Commission, applied baccalaureate programs must:

(a) Require no more than 180 total credits for degree completion.

(b) Have a program design that accommodates first-time students who may start by seeking an Associate of Applied Science (AAS), as well as students returning to school who may already possess a relevant AAS or have made significant progress toward a relevant AAS or Associate of Science degree.

(c) Demonstrate occupational focus and be designed to help fill specific labor market needs within targeted professional and technical fields, with professionals that participate that assist in program design.

(d) Have a recognizable core of general education or related instruction with identified outcomes in the areas of communication, computation, and human relations that align with and support program goals or intended outcomes. Related instruction components may be embedded within program curricula or taught in blocks of specialized instruction, but each approach must have clearly identified content and means to assess learning.

(e) Have an established standard of academic achievement; and

(f) Meet or exceed the local community college board of education program approval standards; and

(g) Meet or exceed the Commission's program approval standards.