Institutional Update 2020-2021

Parkland College(1138)

Institutional Update 2020-2021

Institution Information

Instructions

- If the name or mailing address of your institution has changed, contact your institution's HLC staff liaison.
- Enter the **Main Phone Number** that should be used for public contact with the institution.
- If you are asked to enter the Enabling or Authorizing Legislation, report the name of the act or statutory citation that enables or authorizes your institution. Contact your institution's legal counsel for the information.
- Do not enter ampersands or HTML characters.

Ownership of the Institution

- Ownership of the institution is the full name of an entity that owns or controls the institution. Such entities include the ultimate corporate parent, denomination or other organization. If the institution is a public institution, enter Not Applicable.
- The ultimate corporate parent is a company that controls other entities by owning an influential amount of voting stock or control. Parent companies are typically larger firms that exhibit control over one or more small subsidiaries in either the same industry or complimentary industries. Parent companies can be either hands-on or hands-off with subsidiaries, depending on the amount of managerial control given to subsidiary managers.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

	Institution Information
Name	Parkland College
Mailing Address 1	2400 W. Bradley Ave.
Mailing Address 2	
City	Champaign
State	Illinois
Country	United States
Postal Code	61821-1899
Main Phone Number	(217) 351-2200
Extension	
Fax	

Website	http://www.parkland.edu

What is the enabling or authorizing legislation for the institution?

- Report the name of the act or statutory citation that enables or authorizes your institution. Contact your institution's in-house legal counsel for the information.

110 ILCS 805: Illinois Public Community College Act

Instructions

- Identify if changes to contact information are a New Contact (new person in the role) or Updated Contact (new information for this person).
- If the permanent position is vacant, enter the interim or acting officer. Do not leave a position blank; an individual must be assigned to each role.
- In the Suffix field, include designations such as S.J., B.V.M., etc. Do not include academic credentials such as M.B.A., M.S.N, D.B.A, J.D., etc.
- Provide the institutional mailing address for each contact. Do not enter a home address.
- In the Institutional Emal Address field, provide the individual's official institutional email address. Do not enter a personal email address.
- If a field is left blank, check the Not Applicable box. Be sure to do this even if you have no changes for a contact.

Chief Executive Officer

- The principal administrative official responsible for the direction of all affairs and operations of the institution.
- The official who directs the post-secondary education component of the institution, and who may report to a governing board.

Chief Academic Officer

- The senior academic administrator at the institution.

Chief Financial Officer

- The principal administrative official for the finances of the institution.

Accreditation Liaison Officer

- The individual appointed by the institution's CEO to serve as the primary contact between the institution and HLC.
- The ALO communicates changes at the institution to HLC, responds to communication from HLC, and provides oversight for the institution's currency, accuracy, and timeliness of institutional information submitted to HLC, including the Institutional Update.

Data Update Coordinator

- The individual appointed by the institution's CEO to be responsible for the accuracy and completion of the Institutional Update.
- The Coordinator serves as the contact between your institution and HLC regarding the Institutional Update and is responsible for the timely submission of the Institutional Update.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

Have you made changes to the Chief Executive Officer contact information below?

(Select one)

__X__	No Change
____	Update Contact (new information for this person)
____	New Contact (new person in this role)

Check the Not Applicable box if you leave any field blank.

Contact Type	Chief Executive Officer
Prefix	Dr.
First	Thomas
Middle	
Last	Ramage
Suffix	
Title	President
Institution Name	Parkland College
Address 1	2400 W. Bradley Ave.
Address 2	
City	Champaign
State	Illinois
Postal Code	61821-1899
Country	United States
Phone	(217) 351-2533

Extension	
Fax	
Institutional Email Address	ramage@parkland.edu

Have you made changes to the Chief Academic Officer contact information below?

(Select one)

    <u>X</u>   No Change

    <u>   </u>   Update Contact (new information for this person)

    <u>   </u>   New Contact (new person in this role)

Check the Not Applicable box if you leave any field blank.

Contact Type	Chief Academic Officer (CAO)
Prefix	Dr.
First	Nancy
Middle	
Last	Sutton
Suffix	
Title	Vice President for Academic Services
Institution Name	Parkland College
Address 1	2400 West Bradley Avenue
Address 2	
City	Chanpaign
State	Illinois

Postal Code	61821
Country	United States
Phone	(217) 353-2113
Extension	
Fax	
Institutional Email Address	nsutton@parkland.edu

Have you made changes to the Chief Financial Officer contact information below?

(Select one)

<u>X</u>   No Change

_____   Update Contact (new information for this person)

_____   New Contact (new person in this role)

Check the Not Applicable box if you leave any field blank.

Contact Type	Chief Financial Officer
Prefix	Mr.
First	Christopher
Middle	
Last	Randles
Suffix	
Title	CFO and Vice President for Administrative Services
Institution Name	Parkland College
Address 1	2400 W. Bradley Ave.

Address 2	
City	Champaign
State	Illinois
Postal Code	61821-1899
Country	United States
Phone	(217) 351-2513
Extension	
Fax	
Institutional Email Address	crandles@parkland.edu

Have you made changes to the Accreditation Liaison Officer contact information below?

(Select one)

   <u>X</u>   No Change

_____   Update Contact (new information for this person)

_____   New Contact (new person in this role)

Check the Not Applicable box if you leave any field blank.

Contact Type	Accreditation Liaison Officer (ALO)
Prefix	Mr.
First	Kevin
Middle	
Last	Knott
Suffix	

Title	Dean, Institutional Effectiveness
Institution Name	Parkland College
Address 1	2400 W. Bradley Ave.
Address 2	
City	Champaign
State	Illinois
Postal Code	61821-1899
Country	United States
Phone	(217) 351-2239
Extension	
Fax	
Institutional Email Address	kknott@parkland.edu

Have you made changes to the Data Update Coordinator contact information below?

(Select one)

$\underline{\quad X \quad}$ No Change

_____   Update Contact (new information for this person)

_____   New Contact (new person in this role)

Check the Not Applicable box if you leave any field blank.

Contact Type	Data Update Coordinator
Prefix	Mr.
First	Kevin

Middle	
Last	Knott
Suffix	
Title	Dean, Institutional Effectiveness
Institution Name	Parkland College
Address 1	2400 W. Bradley Ave.
Address 2	
City	Champaign
State	Illinois
Postal Code	61821-1899
Country	United States
Phone	(217) 351-2239
Extension	
Fax	
Institutional Email Address	kknott@parkland.edu

Financial Information

Instructions

- Only information for the current data collection year can be updated. Data from previous years are shown for informational purposes only. Contact **inst-update@hlcommission.org** to raise a concern about data from previous years.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

	FY 2020	FY 2019	FY 2018
Ending month of fiscal year:	June	June	June
Last completed audit year:	2020	2019	2018
Did you receive your most recent final audit report within six months of the close of your fiscal year?	Yes	Yes	Yes
Was your most recent financial audit opinion UNQUALIFIED?	Yes	Yes	Yes
Did your most recent audit report include a going concern disclosure in the opinion or footnotes?	No	No	No

Public Composite Financial Index

Instructions

- **To complete this section, utilize your last complete fiscal year audit.**
  - **Please Note:** Public institutions will be required to submit financial data twice. In the first section, institutions will be asked to submit data directly from their audited financial statements, which will include the impact of GASB 68 and GASB 75. (GASB 68 and GASB 75 are Statements on Accounting and Financial Reporting for Pensions issued by the Governmental Accounting Standards Board.)
  - For the second section, institutions are asked to submit data adjusted to exclude the impact of GASB 68 and GASB75.
- Guidelines and illustrations regarding the financial ratios for public institutions are found in Strategic Financial Analysis for Higher Education, 7th ed.
- Use HLC's **Composite Financial Index worksheet** to calculate this index.
- **Note:** all strength factors are limited to a scale of -4 to 10.
- For all entries, if a corresponding number does not apply, enter 0 (zero). Blank entries will not be accepted.
- There are four sections for each year. Be sure to enter all information.
- The Viability strength factor is set to 10 when there is no long-term debt.
- Only data for the current data collection year can be updated. Data from the previous two years are shown for informational purposes only. Contact **inst-update@hlcommission.org** to raise a concern about data from previous years.

Please note: HLC reserves the right to request an audit to validate an institution's self-reported ratio scores.

Numerator Total
Same total as in viability.

Change in Net Value
Consolidated amounts should be used, if available.

Institutional Long-Term Debt
Information not obtained from the financial statements directly since this information is usually contained in the notes.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

Primary Reserve Ratio Calculation

	FY 2020	FY 2019	FY 2018

Institution unrestricted net assets	-15853024.00	-19456289.00	-17680442.00
Institution expendable restricted net assets	14285603.00	14071838.00	14127407.00
Component Unit (C.U.) unrestricted net assets	1228.00	-125162.00	-2011058.00
C.U. temporary restricted net assets	6942581.00	7084294.00	8384464.00
C.U. net investment in plant	0.00	0.00	0.00
Numerator Total	5376388.00	1574681.00	2820371.00
Institution operating expenses	112117116.00	107864960.00	109648092.00
Institution non-operating expenses	2071331.00	2565939.00	2680535.00
C.U. total expenses	1607362.00	2077297.00	1691669.00
Denominator Total	115795809.00	112508196.00	114020296.00
Primary reserve ratio	0.05	0.01	0.02
Primary reserve strength	0.35	0.11	0.19
Primary reserve weight	0.35	0.35	0.35
Primary reserve CFI	0.12	0.04	0.07

Net Operating Revenue Ratio Calculation

	FY 2020	FY 2019	FY 2018
Institution operating income (loss)	-88401600.00	-82584793.00	-83554540.00
Institution net non-operating revenues	88760166.00	81665900.00	81532120.00
C.U. change in unrestricted net assets	126390.00	1885995.00	-13970.00
Numerator Total	484956.00	967102.00	-2036390.00
Institution operating revenues	23715516.00	25280167.00	26093552.00
Institution non-operating revenues	90831497.00	84231839.00	84212655.00
C.U. total unrestricted revenues	1423821.00	2235229.00	1681929.00
Denominator Total	115970834.00	111747235.00	111988136.00
Net operating revenue ratio	0.00	0.01	-0.02
Net operating revenue strength	0.32	0.67	-1.40

	FY 2020	FY 2019	FY 2018
Net operating revenue weight	0.10	0.10	0.10
Net operating revenue CFI	0.03	0.07	-0.14

Viability Ratio Calculation

	FY 2020	FY 2019	FY 2018
Expendable net assets (from Primary Reserve Numerator)	5376388.00	1574681.00	2820371.00
Institution long-term debt (total project-related debt)	86945288.00	89350767.00	92893633.00
C.U. long-term debt (total project-related debt)	0.00	0.00	0.00
Total long-term + C.U. debt (total project-related debt)	86945288.00	89350767.00	92893633.00
Viability ratio	0.06	0.02	0.03
Viability strength	0.15	0.04	0.07
Viability weight	0.35	0.35	0.35
Viability CFI	0.05	0.01	0.03

Return on Net Assets Ratio Calculation

	FY 2020	FY 2019	FY 2018
Change in net assets plus C.U. change in net assets	637207.00	56012.00	554434.00
Total net assets + C.U. total net assets (beginning of year)	94754486.00	92637958.00	88720719.00
Return on net assets ratio	0.01	0.00	0.01
Return on net assets strength	0.34	0.03	0.31
Return on net assets weight	0.20	0.20	0.20
Return on net assets CFI	0.07	0.01	0.06

	FY 2020	FY 2019	FY 2018
Total Composite Financial Indicator Score	0.27	0.13	0.02
Comments			

Public Composite Financial Index (Excluding GASB 68 and 75)

Instructions

- **To complete this section, utilize your last complete fiscal year audit.**
  - **Please Note:** Public institutions will be required to submit financial data twice. In the first section, institutions will be asked to submit data directly from their audited financial statements, which will include the impact of GASB 68 and GASB 75. (GASB 68 and GASB 75 are Statements on Accounting and Financial Reporting for Pensions issued by the Governmental Accounting Standards Board.)
  - For the second section, institutions are asked to submit data adjusted to exclude the impact of GASB 68 and GASB75.
- Guidelines and illustrations regarding the financial ratios for public institutions are found in Strategic Financial Analysis for Higher Education, 7th ed.
- Use HLC's **Composite Financial Index worksheet** to calculate this index.
- **Note:** all strength factors are limited to a scale of -4 to 10.
- For all entries, if a corresponding number does not apply, enter 0 (zero). Blank entries will not be accepted.
- There are four sections for each year. Be sure to enter all information.
- The Viability strength factor is set to 10 when there is no long-term debt.
- Only data for the current data collection year can be updated. Data from the previous two years are shown for informational purposes only. Contact **inst-update@hlcommission.org** to raise a concern about data from previous years.

Please note: HLC reserves the right to request an audit to validate an institution's self-reported ratio scores.

Numerator Total
Same total as in viability.

Change in Net Value
Consolidated amounts should be used, if available.

Institutional Long-Term Debt
Information not obtained from the financial statements directly since this information is usually contained in the notes.

If you have additional questions, please review the Help page (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

GASB Primary Reserve Ratio Calculation

	FY 2020	FY 2019	FY 2018
Institution unrestricted net assets	23977097.00	19021476.00	18736807.00
Institution expendable restricted net assets	14285603.00	14071838.00	14127407.00

Component Unit (C.U.) unrestricted net assets	1228.00	-125162.00	-2011058.00
C.U. temporary restricted net assets	6942581.00	7084294.00	8384464.00
C.U. net investment in plant	0.00	0.00	0.00
Numerator Total	45206509.00	40052446.00	39237620.00
Institution operating expenses	112117116.00	107864960.00	109648092.00
Institution non-operating expenses	2071331.00	2565939.00	2680535.00
C.U. total expenses	1607362.00	2077297.00	1691669.00
Denominator Total	115795809.00	112508196.00	114020296.00
Primary reserve ratio	0.39	0.36	0.34
Primary reserve strength	2.94	2.68	2.59
Primary reserve weight	0.35	0.35	0.35
Primary reserve CFI	1.03	0.94	0.91

GASB Net Operating Revenue Ratio Calculation

	FY 2020	FY 2019	FY 2018
Institution operating income (loss)	-88401600.00	-82584793.00	-83554540.00
Institution net non-operating revenues	88760166.00	81665900.00	81532120.00
C.U. change in unrestricted net assets	126390.00	1885996.00	-13970.00
Numerator Total	484956.00	967103.00	-2036390.00
Institution operating revenues	23715516.00	25280167.00	26093552.00
Institution non-operating revenues	90831497.00	85196718.00	84212655.00
C.U. total unrestricted revenues	1423821.00	2235229.00	1681929.00
Denominator Total	115970834.00	112712114.00	111988136.00
Net operating revenue ratio	0.00	0.01	-0.02
Net operating revenue strength	0.32	0.66	-1.40
Net operating revenue weight	0.10	0.10	0.10
Net operating revenue CFI	0.03	0.07	-0.14

GASB Viability Ratio Calculation

	FY 2020	FY 2019	FY 2018
Expendable net assets (from Primary Reserve Numerator)	45206509.00	40052446.00	39237620.00
Institution long-term debt (total project-related debt)	52347609.00	57973524.00	59022322.00
C.U. long-term debt (total project-related debt)	0.00	0.00	0.00
Total long-term + C.U. debt (total project-related debt)	52347609.00	57973524.00	59022322.00
Viability ratio	0.86	0.69	0.66
Viability strength	2.07	1.66	1.59
Viability weight	0.35	0.35	0.35
Viability CFI	0.72	0.58	0.56

GASB Return on Net Assets Ratio Calculation

	FY 2020	FY 2019	FY 2018
Change in net assets plus C.U. change in net assets	1989557.00	974905.00	554434.00
Total net assets + C.U. total net assets (beginning of year)	94754486.00	92637958.00	88720719.00
Return on net assets ratio	0.02	0.01	0.01
Return on net assets strength	1.05	0.53	0.31
Return on net assets weight	0.20	0.20	0.20
Return on net assets CFI	0.21	0.11	0.06

	FY 2020	FY 2019	FY 2018

Total Composite Financial Indicator Score	1.99	1.70	1.39
Comments			

Instructions

Accrediting Agencies Reported to HLC

Institutions are required to disclose to HLC if another recognized accrediting agency has placed the institution on a sanction or probation, or if it has been subject to an adverse action, including the denial of accreditation or withdrawal of accreditation. HLC policy requires disclosures to be made regarding such actions from any accrediting agency that is recognized by the U.S. Department of Education and/or Council on Higher Education Accreditation (CHEA).

- The data displayed is based on information received by HLC from either the institution or the agency, regardless of status. This list may be incomplete.
- If the institution is on a sanction or probation with a recognized agency and it is not listed, if the institution has been subject to an adverse action from another recognized accrediting agency and it is not listed, or if the standing displayed with an agency is not correct, please contact **legalaffairs@hlcommission.org**. In the correspondence, please include a copy of the most recent action letter from the agency and the change being requested.
- Institutions do not need to report additional accreditation relationships that are not displayed if the institution is in good standing with the agency.
- An end date is only displayed if HLC has a record of the institution's accreditation relationship with the listed agency having ceased.

Academic Term

- Adding or modifying the academic term may require prior HLC approval.
- See HLC's website for policies and procedures related to **changing an institution's academic term**.

Title IV Financial Aid

- Check with the institution's registrar or financial aid officer for assistance in completing this section. Also see HLC's **Federal Compliance Program Overview**.
- Adding or modifying clock or credit hours may require prior HLC approval. See HLC's website for policies and procedures related to **changing clock or credit hours**..
- Enter the percentage of first-time, full-time students receiving Pell Grants at your institution. The Pell Grant information should be from the 2020–21 IPEDS Financial Aid Survey, which covered 2019–20.

Student Achievement

Institutions are required to disclose student achievement data that address the broad variety of its programs, both undergraduate and graduate, as applicable, including student achievement data from each program level. See HLC policy **Public Information (FDCR.A.10.070)** for more information.

- This information must include, at a minimum, retention and completion data. It may also include other information appropriate for the mission of the institution and its goals for students.
- Individuals must be able to navigate to the information easily from the homepage and through a search of related terms on the website. In addition, information should be presented in plain language with any technical terms defined and any necessary information on the method used to compile data included.

Semester: An academic year that consists of two terms of about 14-17 weeks of instruction. There may be an additional summer semester.

Trimester: An academic year that consists of three terms of about 15 weeks of instruction.

Quarter: An academic year that consists of three sessions of about 12 weeks each. The range is typically from 10 to 15 weeks as defined by the institution. There may be an additional quarter in the summer.

Four-One-Four Plan: The 4-1-4 calendar consists of four courses taken for four months, one course taken for one month, and four courses taken for four months. There may be an additional summer session.

Modular: Courses are typically in 4 to 6 week blocks with specific start and end times (frequently cohort).

Continuous: Courses are not defined by specific start dates (usually applies to distance delivery).

Clock Hour Program
Check with the institution's financial aid officer to determine if the institution offers any programs in clock hours or programs that must be reported to the U.S. Department of Education in clock hours for Title IV purposes even though students may earn credit hours for graduation from these programs. Such programs typically include those required to be identified in clock hours for state licensure of the program or where completing clock hours is a requirement for graduates to apply for licensure or authorization to practice the occupation. Such programs might include teacher education, nursing, or other programs in licensed fields.

- Federal Formula for Minimum Number of Clock Hours of Instruction
    - One semester of trimester hour must included at least 37.5 clock hours of instruction.
    - One quarter hour must include at least 25 clock hours of instruction.

If you have additional questions, please review the Help page (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

Please click the button below to view accrediting agencies reported to HLC.

Accreditor	Status	Effective Start Date	Effective End Date
Accreditation Commission for Education in Nursing (ACEN)	Good Standing	09/01/2020	

Accreditation Council for Occupational Therapy Education (ACOTE)	Good Standing	04/01/2016	
Commission on Accreditation of Allied Health Education Programs (CAAHEP)	Good Standing	01/16/2019	
Commission on Accreditation of Allied Health Education Programs (CAAHEP)	Good Standing	09/20/2019	
Joint Review Committee on Education in Radiologic Technology (JRCERT)	Good Standing	06/24/1974	

Academic Term

(Select all that apply)

<u>X</u>   Continuous

___   Four-one-four

<u>X</u>   Modular

___   Quarter

<u>X</u>   Semester

___   Trimester

Does the institution have a formal student refund policy?

(Select one)

    X   Yes   _____   No

Does the institution report any degree program, certificate or other academic program to the U.S. Department of Education in clock hours for Title IV purposes?

(Select one)

_____   Yes   X   No

If Yes, how many academic programs are reported in clock hours? (select Not Applicable if previous question was answered "No")

Not Applicable

Enter the percentage of first-time, full-time students receiving Pell Grants.

45.60

Please provide a functional hyperlink to the webpage on which the institution discloses information to students and the public about student achievement. Please note that one must be able to navigate to the information easily from the institution's homepage, as well as through a search of related terms on the website. The institution must disclose student achievement data, including at a minimum, retention and completion rates, that address the broad variety of its programs, both undergraduate and graduate, as applicable, including student achievement data from each program level. See also Public Information policy FDCR.A.10.070.

https://www.parkland.edu/Main/About-Parkland/Consumer-Information

Student Head Count by Level

Instructions

- Report your numbers as of your institution's **IPEDS Fall 2020** reporting date.
- Enter data as reported in Part A - Fall Enrollment.
- Head count is unduplicated.
- Enter zero if there is no enrollment.
- Do not include undergraduate non-degree/non-certificate seeking students which include dual credit students. Dual credit students will be addressed in the Dual Credit section of the survey.
- Only data for the current data collection year can be updated. Data from the previous year are shown for informational purposes only. Contact **inst-update@hlcommission.org** to raise a concern about data from previous years.

Full-Time Degree- or Certificate-Seeking Undergraduate Students

- See IPEDS data as reported in Part A—Fall Enrollment for Full-time Undergraduate Students, Grand Total (men+women), Total Degree/Certificate-seeking.
- Full-time degree- or certificate-seeking undergraduates are those students enrolled for:
  - Twelve or more semester or quarter credits, or 24 or more contact hours per week each term.
  - 4- or 5-year bachelor's degree programs.
  - Associate's degree programs.
  - Vocational/Technical degree- or certificate-granting programs below the baccalaureate level.
  - Courses creditable toward an associate's or bachelor's degree or toward a certificate below baccalaureate level.

Part-Time Degree- or Certificate-Seeking Undergraduate Students

- See IPEDS data as reported in Part A—Fall Enrollment for Part-time Undergraduate Students, Grand Total (men+women), Total Degree/Certificate-seeking.
- Part-time degree- or certificate-seeking undergraduates are those students enrolled for:
  - Fewer than 12 semester or quarter credits, or fewer than 24 contact hours per week each term.
  - 4- or 5-year bachelor's degree programs.
  - Associate's degree programs.
  - Vocational/technical degree- or certificate-granting programs below the baccalaureate level.
  - Courses creditable toward an associate's or bachelor's degree or toward a certificate below baccalaureate level.

Full-Time Degree-Seeking Graduates

- See IPEDS data as reported in Part A—Fall Enrollment for Graduate Students, Grand Total (men+women), Total full-time students.
- Full-time degree-seeking graduates are those students enrolled for:

- o   Nine or more semester or quarter credits, or a student involved in thesis or dissertation preparation that is considered full time by the institution.
- o   Any graduate programs.
- o   Any graduate courses creditable toward a graduate degree or post-baccalaureate certificate.
- o   Thesis or dissertation credits.

Part-Time Degree-Seeking Graduates

- •   See IPEDS data as reported in Part A—Fall Enrollment for Graduate Students, Grand Total (men+women), Total part-time students.
- •   Part-time degree-seeking graduates are those students enrolled for:
  - o   Fewer than 9 semester or quarter credits.
  - o   Any graduate programs.
  - o   Any graduate courses creditable toward a graduate degree or post-baccalaureate certificate.
  - o   Thesis or dissertation credits.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

	Current Year	Previous Year
Full-time Undergraduate Head Count	2282	2654
Part-time Undergraduate Head Count	3476	3856
Full-time Graduate Head Count	0	0
Part-time Graduate Head Count	0	0

Student Head County by Category

Instructions

- Report your numbers based on **IPEDS Fall 2020 reporting date.**
- Head count may be duplicated.
- Include both full and part time students.
- Only data for the current data collection year can be updated. Data from the previous year are shown for informational purposes only. Contact **inst-update@hlcommission.org** to raise a concern about data from previous years.

Certificate-Seeking Undergraduates

Students enrolled in a credit-bearing certificate program at the undergraduate level.

Degree-Seeking Undergraduates

Students enrolled in a degree program at the undergraduate level.

Post-baccalaureate Certificate-Seeking Students

Students enrolled in a credit-bearing certificate program above the baccalaureate level.

Post-baccalaureate Degree-Seeking Students

Students enrolled in a degree program above the baccalaureate level.

Non-degree-seeking Students

Students enrolled for credit who are not recognized by the institution as seeking a degree or formal award.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

	Current Year	Previous Year
Certificate Seeking Undergraduate	293	242
Degree Seeking Undergraduate	3729	5826
Post-Baccalaureate Certificate-Seeking	0	0
Post-Baccalaureate Degree-Seeking	0	0
Non-Degree Seeking	2043	684

Instructions

- Report your numbers as of your institution's **IPEDS Fall 2020 reporting date.**
- Report unduplicated numbers.
- Enter zero if there are no employees for a category.
- If an employee serves in **more than one category**, report that person in the category used by your institution to classify that person. **Report that person only once.**
- Provide your institution's student-to-faculty ratio (i.e. student-to-intructional staff) for undergraduate programs for Fall 2020. Institutions offering only graduate programs should enter zero. If needed, institutions may use the worksheet providied in Part F of the IPEDS Fall 2020 Enrollment Survey or this **similiar worksheet** to calculate their student-to-faculty ratio.
- Only data for the current data collection year can be updated. Data from the previous year are shown for informational purposes only. Contact **inst-update@hlcommission.org** to raise a concern about data from previous years.

Full-time/Part-time Faculty

- Faculty are employees whose primary responsibilities are instruction, research and/or public service.
- Include both tenure and non-tenure track.
- Full-time faculty on sabbatical should be counted as full-time faculty.
- Adjunct faculty should be counted as part-time faculty.
- Graduate assistants should be counted as part-time faculty.

Full-time/Part-time Administration
Administration includes the following IPEDS categories:

- Management Occupations
- Business and Financial Operation Occupations
- Librarians and Library Technicians
- Archivists, Curators, Museum Technicians
- Computer, Engineering and Science Occupations
- Community, Social Service, Legal, Arts, Design, Entertainment
- Sports and Media Occupations
- Healthcare Practitioners and Technical Occupations
- Student and Academic Affairs and Other Educational Services Occupations

Full-time/Part-time Staff
Staff includes the following IPEDS categories:

- Service Occupations
- Sales and Related Occupations

- Office and Administrative Support Occupations
- Natural Resources, Construction and Maintenance Occupations
- Production, Transportation and Material Moving Occupations

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

	Current Year	Previous Year
Full-time Faculty	157	157
Part-time Faculty	219	278
Full-time Administration	56	58
Part-time Administration	1	1
Full-time Staff	208	217
Part-time Staff	23	21
Student-to-Faculty Ratio	14.00	15.00

Instructions

- Report dual credit head count from **IPEDS Fall 2020 reporting date.**
- Provide the best estimate of dual credits awarded for the academic year 2020-2021.
- Head count is unduplicated.
- Enter zero for head count if there is no dual credit enrollment.
- Only data for the current data collection year can be updated. Data from the previous year are shown for informational purposes only. Contact **inst-update@hlcommission.org**to raise a concern about data from previous years.

Dual Credit (Also called concurrent enrollment)
Courses taught to high school students for which the students receive both high school credit and college credit.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

	Current Year	Previous Year
Total Dual Credit Student Head Count:	798	870
How many dual credits awarded in the academic year 2020-2021?	7648	6776

Certificate and Degree Programs Awarded

Instructions

- Report the numbers from July 1, 2019, through June 30, 2020.
- Enter zero for any category for which no certificates or degrees were awarded.
- Report both graduate-level and undergraduate-level certificates.
- Only data for the current data collection year can be updated. Data from the previous year are shown for informational purposes only. Contact **inst-update@hlcommission.org** to raise a concern about data from previous years.

Certificate Program

- Credit-bearing program culminating in the awarding of a certificate or diploma but not a degree.
- A certificate program may require previous college credit for admission and may be at any degree level or pre-associate's.
- Report both graduate level and undergraduate level certificates.

Certificates Not Part of a Degree Program

- Certificates that have a minimum length of 24 semester hours (or 36 quarter hours) where the courses are not part of an already existing degree program.
- This certificate is one that is separate from any degree program offered by the institution.

Associate's Degree

- Programs require the completion of at least two years of full-time equivalent college-level work (60 semeseter credits or 90 quarter credits) in a specified field of study.
- Programs meet institutional requirements for completion of a degree and culminate in the awarding of a degree.

Bachelor's Degree

- Programs require the completion of at least four years of full-time equivalent college-level work (120 semester credits or 180 quarter credits) in a specified field of study.
- Programs meet institutional requirements for completion of a degree and culminate in the awarding of a degree.

Master's Degree

- Programs requiring 30 semester credits or 45 quarter credits beyond a bachelor's degree.

- Programs require the completion of at least one year of full-time equivalent graduate-level work.
- Programs meet institutional requirements for completion of the degree and culminate in awarding of the degree.

Specialist Degree

- Programs require the completion of college work beyond the bachelor's degree in a specific field of study.
- Programs are beyond bachelor's degrees and are frequently found in Education and related academic disciplines.

Doctoral Degree

- Programs requiring 30 semester credits or 45 quarter credits beyond the master's degree.
- Programs include a dissertation or other original project.
- Programs meet institutional requirements for completion of the degree and culminate in the awarding of a degree.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

	Current Year	Previous Year
Graduate Certificates Awarded	0	0
Undergraduate Certificates Awarded	726	684
Total Certificates Awarded	726	684
Of the undergraduate certificates listed above, how many are NOT part of an existing degree program?	0	0

	Current Year	Previous Year
Associate's Degrees Awarded	811	864
Bachelor's Degrees Awarded	0	0
Master's Degrees Awarded	0	0
Specialist Degrees Awarded	0	0

Doctoral Degrees Awarded	0	0

Instructions

- Enter the current number of certificate and degree programs offered. Report both graduate-level and undergraduate-level certificates.
- Enter zero for any type of program not offered.
- Report degree programs that are offered in CIP-defined fields of study.
- Typically the CIP-defined fields of study correspond to majors and should be carried out up to the fourth decimal point (example: 30.1301 Medieval and Renaissance Studies).
- Do not count sub-fields or concentrations within a major as separate programs.
- Adding or modifying programs at a new degree level may require prior HLC approval. See HLC's website for policies and procedures related to **academic program changes**.
- Only data for the current data collection year can be updated. Data from the previous year are shown for informational purposes only. Contact **inst-update@hlcommission.org** to raise a concern about data from previous years.

Certificate Program

- Credit bearing program culminating in the awarding of a certificate or diploma but not a degree.
- A certificate program may require previous college credit for admission and may be at any degree level or pre-associate's.
- Report both graduate level and undergraduate level certificates.

Associate's Degree Programs

- Programs require the completion of at least two years of full-time equivalent college-level work (60 semeseter credits or 90 quarter credits) in a specified field of study.
- Programs meet institutional requirements for completion of a degree and culminate in the awarding of a degree.

Bachelor's Degree Programs

- Programs require the completion of at least four years of full-time equivalent college-level work (120 semester credits or 180 quarter credits) in a specified field of study.
- Programs meet institutional requirements for completion of a degree and culminate in the awarding of a degree.

Master's Degree Programs

- Programs requiring 30 semester credits or 45 quarter credits beyond a bachelor's degree.
- Programs require the completion of at least one year of full-time equivalent graduate-level work.

- Programs meet institutional requirements for completion of the degree and culminate in awarding of the degree.

Specialist Degree Programs

- Programs require the completion of college work beyond the bachelor's degree in a specific field of study.
- Programs are beyond bachelor's degrees and are frequently found in Education and related academic disciplines.

Doctoral Degree Programs

- Programs requiring 30 semester credits or 45 quarter credits beyond the master's degree.
- Programs include a dissertation or other original project.
- Programs meet institutional requirements for completion of the degree and culminate in the awarding of a degree.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

	Current Year	Previous Year
Total Number Credit-Bearing Certificates Offered	93	98
Associate's Degree Programs Offered	50	53
Bachelor's Degree Programs Offered	0	0
Master's Degree Programs Offered	0	0
Specialist Degree Programs Offered	0	0
Doctoral Degree Programs Offered	0	0

Distance Education and Correspondence Education

Instructions

- Review your institution's distance and/or correspondence education stipulation and confirm that you have reviewed that information. Accreditation Liaison Officers can request the **Institutional Status and Requirements** (ISR) report to review all stipulations.
- If the stipulation is not correct, contact **changerequests@hlcommission.org**.

Correspondence Education (federal definition)
Education provided through one or more courses by an institution under which the institution provides instructional materials by mail or electronic transmission, including examinations on the materials, to students who are separated from the instructor. Interaction between the instructor and the student is limited, is not regular and substantive, and is primarily initiated by the student. Correspondence courses are typically self-paced. Correspondence education is not distance education.

Distance Education (federal definition)
Education that uses one or more of the technologies listed below to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor, either synchronously or asynchronously. The technologies used may include:

- The internet
- One way and two-way transmissions through open broadcast, closed circuit cable, microwave, broadband line, fiber optics, satellite, or wireless communication devices.
- Audio-conferencing
- Video cassettes, DVDs and CD-ROMs, if the videocassettes, DVDs or CD-ROMs are used in conjunction with any of the above technologies listed above.

Distance-delivered Courses
Courses are those in which at least 75% of the instruction and interaction occurs via electronic communication, correspondence or equivalent mechanisms, with the faculty and students physically separated from each other.

Distance-delivered Programs
Certificate or degree programs in which 50 percent or more of the required courses may be taken as distance-delivered courses.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

Distance Education and Correspondence Education Stipulation

Approved for distance education courses and programs. The institution has not been approved for correspondence education.

I have reviewed the distance and/or correspondence education stipulation. If incorrect, contact changerequests@hlcommission.org.

  X   Yes   ____   No

Branch Campuses

Instructions

To ensure that students off campus have consistent access to Title IV federal student aid, institutions should work closely with their financial aid offices to make certain that information about off-campus operations is reported consistently to the U.S. Department of Education and to HLC. The institution's locations should be reported the same way to the department and HLC.

- Verify the following data points for each branch campus:
  - Campus name
  - Status
  - Address (including city, state, postal code and country)
  - Open date
  - Head count (based on actual or anticipated enrollment for current year)
  - Location type
- The Accreditation Liaison Officer can log in to HLC's **Location and Campus Update System** to update the campus name or head count for a listed branch campus, if necessary.
- Adding, closing or relocating a branch campus requires prior HLC approval. See HLC's website for policies and procedures related to **branch campus changes**.
  - **Note:** HLC does not approve branch campuses or additional locations retroactively; therefore, it is important for institutions and the students they serve that institutions seek approval well before any students matriculate at a new or relocated campus or additional location.
- If other details about the institution's branch campuses need to be updated, contact **changerequests@hlcommission.org**.

HLC Dues Calculation: The number of active branch campuses and additional locations identified at the time of the Institutional Update submission will be used to calculate the institution's annual HLC membership dues. The institution's dues will **not** be adjusted if changes occur between the submission of the Institutional Update and the mailing of the dues invoice in July.

Branch Campus

An additional location of an institution that is geographically apart and independent of the main campus of the institution. HLC considers a location of an institution to be independent of the main campus if the location has all four of the following attributes:

- It is permanent in nature.
- It offers courses in educational programs leading to a degree, certificate, or other recognized educational credential.
- It has its own faculty and administrative or supervisory organization.
- It has its own budgetary and hiring authority.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

Please click the button below to view branch campuses reported to HLC.

_____

There are no branch campuses.

I have reviewed the list of branch campuses provided and made any necessary changes using the Location & Campus Update System or HLC's institutional change process.

   <u> X </u>   Yes   <u>   </u>   No

Additional Locations

Instructions

To ensure that students off campus have consistent access to Title IV federal student aid, institutions should work closely with their financial aid offices to make certain that information about off-campus operations is reported consistently to the U.S. Department of Education.

- Verify the following data points:
  - Location name
  - Status
  - Address (including city, state, postal code and country)
  - Open date
  - Title IV eligibility
  - Head count (based on actual or anticipated enrollment for current year)
  - Program type
  - Location type
- The Accreditation Liaison Officer can log in to HLC's **Location and Campus Update System** to update the location name, status, head count or programs for a listed additional location, if necessary.
  - **Important:** Be sure that the status of each additional location is correct. The number of active additional locations will be used to calculate the institution's HLC membership dues. Inactive and closed additional locations are not included in this calculation.
- Adding or modifying an additional location may require prior HLC approval. See HLC's website for policies and procedures related to **additional location changes**.
  - **Note:** HLC does not approve branch campuses or additional locations retroactively; therefore, it is important for institutions and the students they serve that institutions seek approval well before any students matriculate at a new or relocated campus or additional location.

HLC Dues Calculation: The number of active branch campuses and additional locations identified at the time of the Institutional Update submission will be used to calculate your institution's annual HLC membership dues. Your institution's dues will **not** be adjusted if changes occur between the submission of the Institutional Update and the mailing of the dues invoice in July.

Additional Location

A facility that is geographically apart from the main campus, where instruction takes place and it is possible for students to do one or more of the following:

- Complete 50% or more of the courses in educationl programs leading to a degree, certificate or other recoginized educationl credetial.
- Complete 50% or more of a degree completion program (even if the degree completion program provides less than 50% of the courses leading to a degree program).

An additional location may qualify as a branch campus under circumstances that meet the definition of the branch campus.

There is no base or threshold number of students or distance from the campus necessary for a facility to qualify as an additional location under this definition.

An additional location typically does not have a full range of administrative and student services staffed by the facilities personnel; such services may be provided from the main campus or another campus.

A facility may provide access to instruction requiring students to be present at a physical location that receives interactive TV, video, or online teaching. It is considered an additional location when 50% or more of a distance delivery program is available through one or more of these modalities at that facility. Note: This requirement does not apply for locations in which there is a general computer lab that students might use for distance delivery courses.

An additional location has active status when students are enrolled. Its status is inactive when students are not enrolled. The status can change between active and inactive without approval from HLC. However, a location may only be classified as inactive with no student enrollment for a maximum of two consecutive years. At that point, HLC will require the institution to close the locaiton.

If you have additional questions, please review the **Help page** (see the question mark icon in the upper right-hand corner). You may also contact HLC by selecting the envelope icon.

Please click the button below to view additional locations reported to HLC.

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Name	Status	Address	Open Date	Title IV Eligible	Head Count	Program Type	Location Type
Auto Collision Repair Facility	Closed	31 Kenyon Drive Champaign, IL 61820	07/01/2007	Yes	None	50% - 99%	In State
Construction Education Alliance	Active	1307 N. Mattis Champaign, IL 61821	01/01/2004	Yes	100-499	50% - 99%	In State
Institute of Aviation, Willard Airport	Active	One Airport Road Savoy, IL 61874	08/01/2019	Yes		50% - 99%	In State

I have reviewed the list of additional locations provided and made any necessary changes using the Location & Confirmation Update System or HLC's institutional change process.

    X   Yes   ____   No

Contractual Arrangements