

DORCAS UNIVERSITY

NEW Intent to Operate a Postsecondary School in the Commonwealth of Virginia

Section 1: General Information

For institution not yet operating in Virginia

Describe the School you are seeking to certify as an institution of higher education in Virginia. Include the following:

a. Name of the school: Dorcas University

b. Proposed location of the institution in Virginia:

1386 Lawrenceville Plank Road, Lawrenceville, VA 23868

115 College Drive, Lawrenceville, VA 23868

c. Institutional purpose, including:

There are three goals:

(1) Raising funds to develop the university facilities and lands

(2) Creating more jobs for local residents

(3) Attracting students from Asia and Europe to study about worldwide business and industry and public policy

i. Rationale for opening the school : Presidio University educates and inspires a new generation of skilled, visionary and enterprising leaders to transform business & industry and public policy to create a more just, green and sustainable world.

ii. Reason the school is seeking certification in Virginia:

The location is the main reason: the weather, culture, the cost of land and property, and the potential to develop in the future.

d. The name of the accrediting agency the institution intends to pursue:

Southern Association of Colleges and Schools Commission on Colleges (SASCOC)

i. An explanation why the accrediting agency is a good match for the School:

SASCOC is commonly used by Universities or colleges and approved by State Council of Higher Education for Virginia.

ii. A timeline describing the steps the school will take toward achieving accreditation within the allotted time.

First year: Submit the application form to SASCOC

Second year: Interview and Site visits by SASCOC

Third year: Conditional accredited by SASCOC

Fourth year: Site visits again

Fifth year: Accredited by SASCO

Accreditation Plan

Presidio University and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

This plan will be executed by Dr. Millard "Pete" Stith, Dr. Justice Chang (please see attached resume), Dr. Henry Yeh, Ms. Kristy Chang and will have accreditation meetings every month once school approved to be operated.

Phase 1: Application Information (Collected by Ms. Kristy Chang)

Processes for Applicant Presidio University candidate Institution During COVID-19 Disruption

The procedure for achieving initial membership of Presidio University in the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) is found in the policy entitled Accreditation Procedures for Applicant Presidio University. The procedure for Presidio University campus of SACSCOC to secure separately-accredited status is found in the policy entitled separate Accreditation for Units of a Member Institution. The standards of the Commission are found in The Principles of Accreditation: Foundations for Quality Enhancement, which also contains a section on the mission, philosophy, and organization of SACSCOC. The handbook for Institutions Seeking Presidio University Initial Accreditation describes the process of moving from applicant Presidio University to candidate to member institution.

Phase 2: The Process (Prepared and attended by Dr. Justice Chang, Dr. Henry Yeh and Ms. Kristy Chang)

- a. The Pre-Applicant Workshop
- b. Preparation and Submission of an Application for Membership.
- c. The candidacy committee visit and candidacy Status
- d. The accreditation committee visit

The Pre-Applicant Workshop:

Presidio University Prior to submitting an Application for membership is required to participate in virtual workshops:

The (SACSCOC) Pre-Applicant Workshop and the Pre-Applicant Institutional Effectiveness Workshop. These workshops are designed to address the following:

- (1) Procedures for attaining membership.
- (2) The organization of SACSCOC and the accreditation procedures.
- (3) Completion of an application.

The Guidance concerning documentation of compliance with the Core Requirement and the standards in the Principles of Accreditation for Presidio University

- (4) Questions Presidio University has concerning their submission of an application and concerning compliance with the requirements of the Principles of Accreditation.

Each of the two virtual workshops consists of the following two parts:

- (1) Review by Dr. Millard "Pete" Stith and Dr. Henry Yeh of narrated slides which will be provided after registration is completed. These slide presentations will be in several segments and while reviewing the various presentations, registrants Presidio University should identify questions.

A conference call will be scheduled to discuss the slides and to address questions Dr. Millard "Pete" Stith and Dr. Justice Han Chang and Dr. Henry Yeh developed while reviewing the presentations.

Presidio University will register two persons (Dr. Justice Han Chang and Ms. Kristy Chang) for each of the two workshops

- (2) Registration Form: SACSCOC Pre-Applicant Workshop

Presidio University will send one registration form listing both the person(s) attending the Pre-Applicant Workshop and the person(s) attending the Pre-Applicant Institutional Effectiveness Workshop along with the fee

Phase 3: (Prepared by Dr. Millard "Pete" Stith and Dr. Henry Yeh)

Presidio University starts to Prepare and Submit an Application for Membership.

When submitted, the application must be accompanied by the application fee, including schedule of dues, fees and other expenses.

The following documents provide information that prove useful to Presidio University preparing applications by Dr. Justice Han Chang and Ms. Kristy Chang:

1. Faculty Roster Form
2. SACSCOC Policies:
Core Requirement 5.1: Documenting an Alternative Approach
Core Requirement 3.1.b: Documenting an Alternative Approach
3. Distance and Correspondence Education
Integrity and Accuracy in Institutional Representation

Phase 4: (Arranged by Dr. Millard 'Pete' Stith and Dr. Henry Yeh)

The Candidacy Committee Visit and Candidacy Status

If the Application for Presidio University Membership documents compliance with all of the applicable standards, a candidacy Committee visit is authorized. The Candidacy Committee visits the main campus and the institution's off-campus instructional sites. The Presidio University applicant institution will pay all expenses related to the Committee's visit. The Report of the Candidacy Committee is reviewed by the SACSCOC Board of Trustees at its next meeting in either June or December. The Board will either grant or deny Candidacy status at that time. A description of the Board's decision-making process is found in the policy entitled Standing Rules: SACSCOC Board of Trustees, Executive Council, and the College Delegate Assembly.

Phase 5: The Accreditation Committee Visit (Arranged by all Presidio University faculty and Staff)

When the SACSCOC Board of Trustees grants Presidio University candidacy status, it authorizes an Accreditation Committee visit and directs the institution to complete a Compliance Certification in preparation for the visit. (Compliance Certification Document and Templates for the Compliance Certification) The Accreditation Committee visit Presidio University will be scheduled so that the Committee report can be reviewed by the SACSCOC Board of Trustees no later than 24 months after the Board has awarded Candidacy. If Presidio University Membership is not granted at that time, a second Accreditation Committee will visit the institution so that its report can be reviewed by the SACSCOC Board of Trustees no later than 48 months after the Board has granted Presidio Candidacy.

The Accreditation Committee visits Presidio University the main campus. The Presidio University pays all expenses related to the visit. The Committee's report (Report of the Accreditation Committee) will be reviewed by the SACSCOC Board of Trustees in either June or December. A description of the Board's decision-making process is found in the policy entitled Standing Rules: SACSCOC Board of Trustees, Executive Council, and the College Delegate Assembly. If granted, Presidio University initial accreditation is awarded for five years.

Attached: RESUME of Dr. Hans .C. Justice Chang

- (1) DRAKE UNIVERSITY, IOWA, USA ED.D OF HIGHER EDUCATION ADMINISTRATION
- (2) UNIVERSITY OF DENVER, COLORADO, USA.
- (3) MING CHUAN UNIVERSITY / INTERNATIONAL COLLEGE
- (4) NAN HAU UNIVERSITY, PROFESSOR
- (5) CHIHLEE UNIVERSITY OF TECHNOLOGY

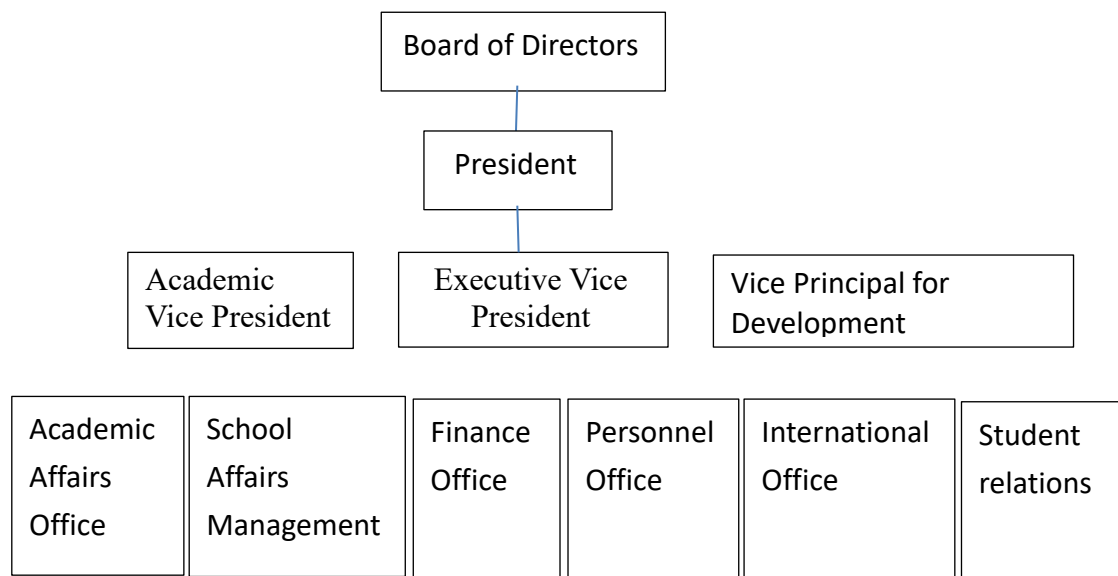
- (6) AMERICAN CONSERVATORY OF MUSIC, CHICAGO, USA
- (7) INTERNATIONAL ACADEMY OF EDUCATION
- (8) BRITISH INSTITUTE OF MANAGEMENT,U.K. (BIM)
- (9) INTERNATIONAL COMMERCIAL BANK OF CHINA, SA. / PRESIDENT
- (10) CANADA NATO INTERNATIONAL CORPORATION TAIWAN / PRESIDENT
- (11) USA AMKEY CORPORATION TAIWAN / PRESIDENT
- (12) TAIWAN STOCK RESEARCH & DEVELOPMENT ASSOCIATION /CHAIRMAN
- (13) TAIWAN CONSUMERS ASSOCIATION / CHAIRMAN
- (14) OXFORD CONSULTANTS CORPORATION / PRESIDENT
- (15) CONCORDIA INTERNATIONAL FOUNDATION USA/ CEO
- (16) EZYPAY INTERNATIONAL LIMITED / DIRECTOR
- (17) Ukraine-Taiwan Initiative Organization (UTIO)/Director
- (18) United Nations Oriental Renaissance Foundation
- (19) Agriculture & Fisheries Federation of Taiwan (AFFT)/Vice Chair

e. Ownership and governance of the school:

Dr. Millard ‘Pete’ Stith & Dr. Henry Yeh and their team members

f. Administrative capacity, please provide:

i. The number of people the school intends to employ in the first year of operation, their titles (instructor, administrator, Campus Director, etc.), and their responsibilities:



Board Members:

Chairman of the Board of Directors: Dr. Millard 'Pete' Stith

Board members: Dr. Ron Nasher, Dr. Dwight Collins, , Dr. Philip Greisman, Dr. Hans Justice Chang, Michael Chen, Dr. Tom Yeh, Dr. Tien Chang

1. Chairman of the Board of Directors: Dr. Millard 'Pete' Stith. The Chancellor
Duties:

Setting performance objectives for students and teachers

Implementing and monitoring school policies and safety protocols

Overseeing administrative tasks (e.g. updating employee records)

To succeed in this role: the chancellor should be able to make quick decisions under pressure and have a comprehensive understanding of the national education system and its regulations. Excellent communication and organizational abilities are also important skills you should demonstrate as a chancellor.

2. President: Dr. Henry Yeh

3. Academic Vice President: Dr. Hans Justice Chang

4. Executive Vice President: Dr. Tien Chang

3. Secretary: Ms. Kristy Chang

4. Faculty:

Dr. Dwight Collins, Dr. Ron Nasher, Dr. Millard 'Pete' Stith, Dr. Philip Greisman, Dr. Joseph J. LeVesque, Dr. Henry Yeh, Dr. Hans Justice Chang, Dr. Tom Hsu, Dr. Raymond Hsia, Dr. Michael Chen, Dr. Stephen Meng, Dr. Tien Chang, Dr. Tom Yeh, Ms. Kristy Chang, etc.

5. Administrator: Mr. Robert Smith, Dr. Hans Justice Chang, Dr. Raymond Hsia

6. Campus Director: Dr. Stephen Meng

ii. Number of students the school expects to enroll in the first year of operation.

Enrollment for the first year: 40 degree students and 200 certificate students

Section II: Administration

Describe the administration of the school. Include responses to the following:

a. Who will be responsible for the day to day administration of the institution? What qualifications will the institution seek when hiring for this position?

Answer : There are three top executives who will be responsible for day to day administrator as follows :

Dr. Millard 'Pete' Stith, Dr. Henry Yeh and Ms. Kristy Chang

Education background: Ph.D

Experience: 30 years in managing several Colleges and universities in Virginia
Administration skills: Fund raising experience, good communication and operational skills.

b. Who will be responsible for the preparing the administrative paperwork for initial certification and future recertification? How is this person qualified to perform this duty?

Answer : There are two top executives who will be responsible for day today administrator as follows :

Application : President Henry Yeh and Secretary Kristy Chang

Qualification: Over 15 years experiences as administer school, Chinese and English bilingual, master in Education DBA & MBA and DPA & MPA

c. Who will be responsible for ensuring that the school maintains compliance with the laws and regulations required of postsecondary schools in Virginia? How is this person qualified to perform this duty?

Answer : Dr. Millard 'Pete' Stith Chairman of Board members , the President Dr. Henry Yeh will help to reform the duty and They will

1. Choose the staff with administrative experience in Virginia universities
2. Hire a trainer to train staff about laws and regulations of postsecondary school in Virginia
3. Sign a memo with staff with corresponding regulations of Virginia.
4. Forwarding newsletter/news by email about regulations and laws related to secondary school of Virginia
5. All staffs must follow the laws and regulations of postsecondary school of Virginia (signed by the staff)
6. All staffs are responsible to report any frauds or mistakes to Dr. Millard 'Pete' Stith and Dr. Henry Yeh, President and Chancellor of Presidio University
7. Provide a checklist about regulations for staff to examine monthly and yearly

d. What will be the title of the administrator responsible for the creation and maintenance of student academic records? How is this person qualified to perform this duty?

Answer : Chief Secretary Ms. Kristy Chang is responsible for the student academic records and she has 15 years responsible for this area.

Secretary of Registrar office: Ms. Kristy Chang has got experienced in administrative work and in organizing student management affairs such as data collection and familiar with related applications, such as EXCEL, PDF, WORD, and etc.

All instructors and department deans must have a limited access to student academic record and all file upload download must be limited with an approval by the school secretary or President.

Student's record contains: Application data, midterm and final examination paper copy, scores will be kept in both hard copies as excel file and scan data. Reports and papers will be stored in PDF files.

Qualification: 15 years experiences as administer school, Chinese and English bilingual, master in Education MBA and MPA

e. What will be the title of the administrator responsible for the creation and maintenance of student financial records? How will this person be qualified to perform this duty?

Answer : Dr. Henry Yeh, Ph.D. In Business at The City University of New York and Master of Science in Operations Research and Industrial Engineering at Columbia University

Section III: Curriculum and Instruction

Describe the Curriculum and Instruction at the school. Include responses to the following:

a. Who will be responsible for the creating the curriculum for the programs that will be offered at the school? How is this person qualified to perform this duty?

Dr. Hans Justice Chang, Ed. D., Drake University, Iowa State, Doctor of Higher Education Administration

b. Who will be responsible for hiring instructors? How will this person determine the instructors' qualifications to teach?

Dr. Millard 'Pete' Stith and Dr. Henry Yeh and his staff will be responsible for hiring instructors. All instructors must hold Ph.D. or Master degrees with specific major and a qualification survey form to check the background, qualification, performance, and contribution of the instructors.

c. Description of all proposed program offerings, including:

i. Length of time to complete; number of credits to complete; semester or quarter credit.

Dorcas University Graduate Programs

Our Mission:

The school's Motto—Talent Serves Virtue, Learning Serves Society—expresses the school's deep commitment to educate students with high ethical standards, human values and a global future outlook. Dorcas University not only places great emphasis on providing complete academic and technical training, but also provides a well-rounded education with moral values embedded in the curriculum. Our purpose is to train each student to become a mature professional with a global perspective, innovation capability and humanitarian concern to serve their country, society and people.

Our Vision:

The development of the school is positioned as a "teaching and practical application-oriented university". In order to make our graduates become promising young people with good moral character and the backbone of practical and innovative industries, we will strive to build the school into a modern campus with practical functions.

We propose Innovation, Diversification, Excellence, Attentiveness, or "IDEA" for short, as the key policy of the school's management and development. Here are the following:

1. Encourage the application of innovation:

Encourage the use of new thinking, new practices, new business strategies, the establishment of new values, the formation of a new style of the Presidio University, application innovation, and inject vitality and vitality into the campus.

2. Pay attention to the development of Diversification:

Encourage the teachers and students of the whole school to display their talents and develop their potentials. Through diversified learning, they can cultivate a broader mind and vision, and make the campus culture and connotation more diverse and balanced development.

3. Pursue Teaching Excellence:

Construct a high-quality teaching environment, develop the characteristics of the department, attract excellent teachers and students, implement pragmatism,

emphasize the effectiveness of student learning, and cultivate professional and employable talents.

4. Develop Attentiveness :

All faculty, staff and students in the school can care about the people, things and things around them with a "holistic care" attitude, creating a friendly and warm atmosphere on the campus to promote the sustainable growth of the school.

Our Goal:

In the future, in addition to actively building a whole-person campus of "truth, goodness, beauty, and sacredness", and continuing to promote the adjustment of faculties and the overall campus planning, we will also move towards internationalization, combine regional industrial characteristics, develop teaching excellence, emphasize industry-university cooperation, etc. Moving forward, the future school affairs development goals are as follows:

1. In response to the needs of regional and national development industry talents, actively establish high-quality universities with complete faculties and departments.
2. Continue to integrate regional development characteristics, teaching and research, and build sustainable school management energy.
3. Establish a friendly industrial partnership through the creation and education center, and become an R&D center to support and prosper regional industrial development.
4. Enhance students' English ability, create an international environment, and cultivate students with a global perspective.
5. Actively carry out the overall campus renewal and promote the green campus project.

Our Purpose:

Based on the fine tradition of benevolent people and loving things, our school is committed to:

1. Cultivate physical and mental health, balance the five educations, complement each other's morality and art, combine learning and use, have a combination of emotions, reasoning, and accommodating skills and management talents to serve the crowd, contribute to society, and promote the common well-being of world civilization and humanity.
2. Cultivate healthy citizens who have the thoughts and behaviors of respecting nature, loving others, and cherishing things, and abiding by courtesy, keeping points, advocating the law and being pragmatic

3. Adhering to the principle of equal emphasis on technology and humanities, through the concrete practice of faith, hope and love, we hope to achieve the goal of holistic education of truth, goodness, beauty and sacredness.

Enrollment Process:

You can apply and register at Presidio University in four easy steps!

Every step can be done online. But you can also reach advisors in our One Stop that will answer questions or guide you through these steps.

Apply for Admission:

Our brief, easy-to-complete application is available online.

Worried about getting in? Don't! If you have a high school diploma or GED, you're admitted!

Apply for Financial Assistance

Applying for financial assistance is easier than you think and it's free!

First, like with an email or bank account, create your Federal Student Aid (FSA) ID.

Second, complete your Free Application for Federal Student Aid (FAFSA).

Determine Course Placement

Dorcas University wants to be sure you succeed and complete your college goals.

Getting off to a good start by succeeding in your first courses is especially important.

We advise you on the best courses to take when you're getting started. All you have to do is submit one of these items:

- An official high school transcript that includes your GPA and class rank,
- Test scores from ACT, SAT or MCA

If you cannot provide these documents, you'll need to take the ACCUPLACER so we have information to accurately place you in your initial courses at Presidio University.

Register for Courses

Visit with an advisor about academic planning, registering for courses and paying for college. Also learn about campus resources and policies that will help you be successful as Dorcas University student!

Again, if you have questions about any of these steps or just want to speak with someone about how to complete them, please contact our One Stop advisors. They are here to help you move smoothly through these four steps and can currently be reached several ways:

Email: Please email us at

One Stop Phone Line Hours of Operation:

Monday-Thursday: 9am-4:30pm

Friday: 9:30am-3:30pm.

A3 : Academic Programs - Business Certificate

Presidio University offers degree, certificate, and diploma programs in career and transfer education. Students can choose from areas as diverse as welding and culinary arts, or coursework in history or English to transfer to a four-year institution.

Program Divisions:

There are six divisions of programs at Presidio University. Choose Business Programs to pursue careers related to accounting, finance, and general business. Career and Technical Education Programs focus on learning specific skills for a profession or vocation. View Health Science for programs designed for people who wish to work in a medical field. Liberal and Fine Arts consists of programs designed to increase reason and judgment skills. Service Programs range from childcare to cosmetology, with a focus on serving others. STEM includes science, technology, engineering and mathematics.

Business Certificate

Program Overview:

The Business Certificate program includes five business core classes that are required for all business degree majors at Presidio University. Upon completion of the certificate program, students may decide which business degree program they would like to complete. This certificate provides a basic understanding of business.

There are many opportunities in the business area based on the individual's strengths and interests. Employment for entry level positions is expected to grow in the service and professional business industries. Students completing the Business Certificate program are prepared to provide support for businesses.

Program Delivery Methods:

Hybrid, online and traditional in-class courses on Dorcas University campus, Lawrenceville, VA

Program Highlights

- Microsoft Office applications
- Basic knowledge and skills for entry level employment in business support areas
- Effective business communications

- Business administration skills and core business practices
- Microsoft Office Application

Request Information

Program Details

- Program Requirements
- Career Settings
- Related Programs
- Program Advisor
- Meet the Faculty

Business

BUSN 1410 Introduction to Business

Offers an introduction to the United States business system. Students will explore economic principles, international business, business ethics, marketing and financial principles. 3C/3/0/0

BUSN 1441 Consumer Behavior This course will explore the behavior of consumers as it relates to products and services. The role of the consumer in the marketplace will be examined including the analysis of needs, motivation, attitudes, perceptions, decisions, and behavior. 3C/3/0/0

BUSN 1444 Advertising and Promotional Strategies This course explores the world of advertising and other mass communications practices. It will examine advertising theory, functions and principles. All types of media will be explored, including television, radio, magazine, newspaper, outdoor and the internet. Various careers in advertising will be examined. 3C/3/0/0

BUSN 1446 Sales and Account Management In this course we will examine the personal selling process. We will explore the practical and tactical process of how to sell products and services in a complex market. We will also examine sales force training, compensation, territory assignment and quotas. 3C/3/0/0

BUSN 1449 Business Communications This course presents an overview of the challenges associated with workplace expectations regarding business etiquette, appropriate use of technology, and proper attire. It assists students in gaining knowledge of how to appropriately communicate with others and how to effectively deal with conflict, teamwork, and accountability in a fair and ethical manner. It also

enhances the basic skills necessary for obtaining a job and achieving success in today's challenging economy and increasingly competitive work environment. 3C/3/0/0 BUSN 1475 Project Management 1 This course will further explore project management, moving beyond the introduction of many topics. The course will investigate the concepts of Lean, Six Sigma, Predictive and Adaptive styles of running projects. Microsoft Project will be explored in this course as well. 3C/3/0/0

BUSN 2475 Project Management 2 This course will further explore project management, moving beyond the introduction of many topics. The course will investigate the concepts of Lean, Six Sigma, Predictive and Adaptive styles of running projects. Microsoft Project will be explored in this course as well. 3C/3/0/0 BUSN 1480 Business Career Resources This course provides information and guidance in the development of professional job seeking skills. Topics will include: the application, the resume, the cover letter, using the Internet in a job search, locating job opportunities, marketing yourself and company research. 1C/1/0/0

BUSN 1490 E-Marketing The Internet and other technologies have created many opportunities for businesses and organizations to communicate and create value for their customers. This course is designed to give students an understanding of E-Marketing strategies and how they fit into an overall integrated marketing and communications plan. Topics include direct marketing, internet advertising, performance analytics, search engine optimization and career opportunities in E-Marketing. 3C/3/0/0

BUSN 1492 Social Media Marketing In this course students will learn successful marketing strategies using social media as an essential part of an integrated marketing strategy. Social media provides both a listening and outreach tool for promoting business, products and ideas. Social media ethics, legal issues and best practices will be covered. Various social media platforms such as Facebook, Twitter, YouTube and LinkedIn will be explored, as well as careers and jobs in Social Media Marketing. Students will analyze contemporary social media cases and strategies and develop a comprehensive social media marketing plan. Other topics include target marketing on the social web and rules of engagement. 3C/3/0/0

BUSN 1520 Customer Service This course will present effective functioning in a service economy. Students will define and describe the nature, characteristics, and ways services need to be presented using basic customer service terminology. Students will learn skills to create positive customer relations. 3C/3/0/0

BUSN 1760 Principles of Finance Principles and practices of business finance to help decision makers in a dynamic economy. Focus is placed on reviewing and analyzing financial statements, the time value of money, cash flow management, and risk and return. 4C/4/0/0

BUSN 1762 Money and Banking This course provides an introduction to money and banking and presents a fundamental treatment of how money functions in the United States and world economies. It introduces the concept of money supply and the role of banks as money creators and as participants in the nation's payments mechanism. The course explores the working of fiscal and monetary policy, the functions and powers of the Federal Reserve System, and various monetary theories. Also highlighted are major trends and issues in banking and international banking. 4C/4/0/0

BUSN 1782 Investments This course provides a study of the core concepts of investments for Finance majors. It broadly covers financial instruments, such as equity, fixed income, and derivative securities, as well as key concepts studied in Principles of Finance. (Prerequisite(s): BUSN 1760 Principles of Finance) 3C/3/0/0

BUSN 1784 Principles of Risk Management and Insurance This course examines the nature of risk and how it can be managed. Insurance is one of the tools used to respond to risk. It will be examined along with a multitude of other options that are available for risk management. (Prerequisite(s):

BUSN 1760 Principles of Finance) 3C/3/0/0 BUSN 2110 Principles of Marketing Students will develop an understanding of the basic principles of marketing. Students will examine core marketing concepts (needs, wants and demands) and the elements used in developing a marketing plan, including consumer behavior principles, direct and online marketing, pricing strategies, advertising, sales promotion, public relations, personal selling and product distribution. Current marketing trends will be discussed. 3C/3/0/0

BUSN 2410 Critical Thinking for Business Decision Making This course will cover theory and application of critical thinking. Students explore the various elements of the critical thinking process and understand the importance of effective critical thinking skills in the 21st century workplace. Emphasis is placed on learning how to use critical thinking to challenge assumptions and expand perceptions about

situations, as well as applying improved skills to the day-to-day operations of a business. 2C/2/0/0

BUSN 2440 Fundamentals of Nonprofit Management This course explains the foundation of the nonprofit sector. Students will be introduced to the fundamentals of effective organization mission and vision statements, strategic planning, operations management, board development and budgeting. Students will gain understanding of different aspects of the nonprofit organization. 3C/3/0/0

BUSN 2441 Fundraising Techniques Learn the role of the board and staff in fundraising, setting fundraising goals, and the cultivation and recognition of donors. This course also covers other components of fundraising for successful generation of revenue. 1C/1/0/0
BUSN 2442 Grant Writing and Research Learn the tactics of researching and writing effective proposals. Discover the best ways to develop documentation, write compelling inquiry letters and set goals that can be achieved. 1C/1/0/0

BUSN 2443 Dynamics of Board Relations Develop a better board of directors or become a better board member. Boards of directors of nonprofits are often unclear about their role and relationship with staff and the executive director. This course defines the role of the board and strengthens the working relationship between staff members and board members. 1C/1/0/0

BUSN 2444 Volunteer Program Management Volunteers make it happen! Successful management of this important asset is critical to an organization. Learn the basic principles and concepts of professional volunteer management and gain a solid foundation on which to build. 1C/1/0/0

BUSN 2445 Nonprofit Law and Ethics Gain knowledge of the complexities of nonprofit organizations. Learn about the legal aspects of nonprofit and tax exempt organizations under federal and state law. Areas discussed include incorporation, exemption, reporting requirements and various IRS mandates for 501(c)(3) exemptions. Ethical issues and concepts as they relate to nonprofit business will be discussed. 1C/1/0/0

BUSN 2450 Management Fundamentals The course includes the history of management theory with emphasis on forces of change that have resulted in a changing view of the business world for managers. Principal management functions covered are planning, organizing, leading and the process of control as an information feedback function for increasing productivity. Emphasis is on the integration of all

management functions into one effort for visionary, effective and efficient operations. 3C/3/0/0

BUSN 2455 Essentials of Entrepreneurship and Small Business Management In this course the student will learn the essential skills needed to start and manage a successful new business venture. Topics include: the challenge of entrepreneurship, building a business plan, marketing and financial issues with a start-up company and how to gain a competitive advantage. 3C/3/0/0

BUSN 2459 Family and Personal Financial Planning This course offers practical methods for managing individual personal and family finances. Tools, software and strategies will be explored to encourage responsible financial well-being. Students will write a financial plan consistent with individual goals and values that incorporate the areas studied in the course. 4C/4/0/0

BUSN 2464 Leading and Coaching Others This course focuses on developing skills as a leader and coach. The students will explore a variety of coaching tools, techniques and best practices, from analyzing performance to creating a climate for effective coaching and learning. Some of the coaching and leadership topics include improving skills for developing trust, confidence, and rapport. The course also explores obstacles of coaching and provides tools for overcoming the obstacles. 2C/2/0/0

BUSN 2465 Business Ethics This course introduces students to ethical issues and concepts as they relate to business and as they impact society, the economy and the environment. Students will analyze various approaches to making ethical decisions through case studies. Topics range from the role of the government to corporate global businesses. Both national and international ethics will be discussed. 3C/3/0/0

BUSN 2466 Managing Change and Conflict This course helps students to learn and develop the unique set of skills and competencies used to initiate and sustain major organizational change. Students explore techniques for working collaboratively with others to drive organizational culture change. Emphasis is also placed on effectively managing conflict and provides opportunity to develop a list of tools and resources used in conflict management. 2C/2/0/0

BUSN 2470 Legal Environment of Business This course covers basic information about the various classifications of the law and the rights and responsibilities imposed on the business community by our legal system. The course introduces students to the

legal system and its impact on the individual, the business environment and upon society as a whole. Areas of study include basic laws, contracts, negligence, product liability, employment law, alternative dispute resolution and business entities.

3C/3/0/0

BUSN 2472 Business Negotiation Skills Covers techniques and unique circumstances for the negotiation of prices in the business environment. The course will guide students through the areas of risk negotiations, bargaining concepts, strategy and tactics for successful contract negotiations. 3C/3/0/0

BUSN 2473 Project Management This course is an introduction to project management. The course emphasizes the relationship of project management techniques to business decisions. Project management processes for initiating, planning, executing and closing down projects are covered. Specific techniques covered include work breakdown schedules, resource leveling, risk identification, contingency planning and other skills are covered. Each student will conduct a series of case studies using Microsoft Project as project management tools. 3C/3/0/0

BUSN 2480 Business Management Internship A cooperative work-study program between Saint Paul University— A Community & Technical University Business Management degree program and a business facility. This elective course allows the student to experience a closely supervised job situation that is related to the program. (Prerequisite(s): Instructor approval) Variable credits 1-3

BUSN 2482 Entrepreneurship Capstone Students will complete a business plan. A business plan integrates skills and elements from various disciplines. Because a business plan is a complete and professional document that establishes the viability of your business ideas, students will build both their writing and presentation skills.

3C/3/0/0

Job information

Ready to explore a career?

Evaluate your skills, set goals and explore multiple careers. Or find occupations by occupation cluster

Business, management and administrative occupations

Jobs found

Administrative Service Manager

Supervise the clerical or logistic activities of the enterprise.

CEO leadership

The company has reached the highest level of management.

Clerical assistant

Organize and store library materials, such as books or electronic media.

Compensation and benefits manager

Oversee the organization's salary and benefits rules.

Salary, benefits and job analysis expert

Help employers determine appropriate salary levels and job descriptions.

Customer Service Representative

Talk directly with customers to provide information and answer questions or complaints.

General Manager and Operations Manager

Plan and coordinate the activities of the organization.

Human Resources Assistant

Compile and retain human resources records, such as address, income, absences, and other employee information.

Human Resources Manager

Supervise the organization's hiring, dismissal and staffing activities.

Coordinate the purchase of products or services for the organization.

Supply Chain Manager

Committed to ensure the effective operation of the enterprise.

Sustainability Expert

Committed to make enterprises more environmentally friendly.

Training and Development Manager

Coordinate the training activities organized.

Training and development experts

Design and conduct training for employees.

Browse career clusters

Self Assessment

1. Find a career that matches your job skills, interests and values.

2. Career assessment tools will ask questions to help you understand yourself and the career that suits you. These tools will not tell you what to do. They can help you explore various options and decide for yourself.

What is evaluation?

Understand what assessments and career assessments can tell you.

Skill

Learn how to recognize your skills, use them in your resume, or improve your skills through practice.

To evaluate

Find information about interest and skill assessments. Compare and choose many popular tools, including interest assessment, career cluster interest assessment and Careers interest assessment. Use these tools to connect your interests and skills with the career that suits you best.

Talent Skill is the learning or natural ability to complete a specific task.

There is a difference between vocational skills and employment skills. Vocational skills are a set of knowledge and skills required by employees for a specific job or occupation. Employment skills or workplace skills can prepare individuals for any job.

What employers are really looking for

Recent interviews with employers in Virginia revealed the specific qualities employees most want. In addition, find out why skills are important and how to acquire or improve skills.

professional skills

Explore the knowledge and skills required for specific occupations and industries.

Employment skills

Employment skills make the difference between who can do the job and who can get (and keep) the job.

Skill resources

Find resources for job seekers, students, and career advisors. Discover interesting ways to identify your skills.

Reality check

How much does it cost to live in the city of your choice? How much salary do you want? Which profession will give you the lifestyle you want?

When exploring a career, consider your basic needs such as food, housing, transportation, and medical expenses.

Reality Check Tool

This interactive tool will help you achieve your ideal lifestyle through career selection and training or education.

Dream job

Do you have an ideal job? Find out your chances of becoming a celebrity or professional athlete.

GPS Life Plan

A website provides information on ways to pay for education, save future costs, and budget.

Course method:

1. 90 credits must be completed to obtain an EDDBA degree.
2. Each EDDBA course is based on the record of the class, the discussion of the project in the class, and the written research report.
3. This class must go overseas to study twice a week each time

Application form:

1. Qualifications for admission: Master graduates are not limited to departments but must have more than 10 years of work experience. Valid cumulative working- year certificate
2. Introduction to the background and scale of the company held or served (with supporting documents related to company performance)
3. College or university graduates can study directly after making up credits.
4. Other supporting documents (such as: professional license, professional qualification certificate, proof of outstanding work achievement)

Application document:

1. 1 copy of application form
2. 1 copy of English graduation certificate and 1 copy of English transcript
3. One copy of passport and two two-inch photos
4. Personal vitae, 1 autobiography, 1 recommendation letter
5. Admission application fee
6. Proof of work experience

EDDBA

90 EDDBA credits, duration of study 4-6 years

Core compulsory courses (60 credits in total)

1. Statistical data analysis (10 credits)
2. Research Methods (10 credits)
3. Qualitative research methods (10 credits)

Elective professional courses (90 credits in total)

1. Financial Decision Analysis (9 credits)
2. Business Operation and Corporate Governance Practice (9 credits)
3. Competitive Advantage and Innovation Strategy (3 credits)
4. Business Negotiation (3 credits)
5. Innovative business model (3 credits)
6. Dynamic Management and Crisis Management (9 credits)
7. Entrepreneurship and investment management (9 credits)
8. E-commerce (3 credits)
9. Innovative application of technological services (9 credits)
10. Service Science and Management (3 credits)
11. High-tech industry strategy and analysis (3 credits)
12. Technology and Innovation Management (3 credits)
13. Business case study I (once every six months, 3 credits)
14. Enterprise case practice seminar I I (once every six months, 30 credits)
15. Business case practice seminar I II (once every six months, 30 credits)
16. Doctoral Dissertation (30 credits)

If the master's credits are insufficient, the credits must be made up first

- Basic management courses (at least 30 credits are required)
- Production and operation management (30 credits)
- Marketing Management (30 credits)
- Organization and Management (30 credits)
- Management Information System (30 credits)
- Financial Management (30 credits)

Project application admission method and registration process

Applicants must prepare the following materials and send them to our school for review within the specified time.

1. Submit the application form before the deadline for registration.
2. Pay the registration fee and international student management fee according to the registration payment notice.
3. Two two-inch photos (4.5*3.5 cm on white background) are submitted before the deadline for registration.
4. The scanned file of the front and back of the passport and ID card should be submitted before the deadline for registration.
5. After passing the application, the local unit will notify the payment

A5 : Presidio University

MBA (Master of Business Administration)

Course method:

1. A total of 20 courses, 60 credits to complete, and obtain an EMBA degree.
2. Each EMBA course is based on the record of the class, the discussion of the project in the class, and the written research report.
3. This class must go overseas to study twice a week each time

Application form:

1. Entrance qualification: University graduates are not limited to departments but must have work experience. Valid cumulative working certificate
2. Introduction to the background and scale of the company held or served (with supporting documents related to company performance)
3. College or university graduates can study directly after making up credits.
4. Other supporting documents (such as: professional license, professional qualification certificate, and proof of outstanding work achievement)

Application document:

1. 1 copy of application form
2. 1 copy of English graduation certificate and 1 copy of English transcript
3. One copy of passport and two two-inch photos
4. Personal resume, 1 autobiography, and 1 recommendation letter
5. Admission application fee
6. Proof of work experience

Class schedule:

- 1 Research methods and applied statistics;
- 2 Marketing management practices and seminars;
- 3 Theory and practice of organizational behavior;
- 4 Business ethics;
- 5 Financial management practices and seminars;
- 6 Business operation and Management
- 7 Operations and operations research management;
- 8 SME management practices;
- 9 Marketing Planning Practice*
- 10 Project management practices and seminars;
- 11 Human resource management practices and seminars
- 12 Service industrial management
- 13 Creative Thinking and Marketing

Teaching plan:

Minimum credits for graduation: 60 (Required: 30; Elective: 30)
10 special (technical) reports and one graduation thesis

Project application admission method and registration process

Applicants must prepare the following materials and send them to our school for review within the specified time.

1. Submit the application form before the deadline for registration.
2. Pay the registration fee and international student management fee according to the registration payment notice.
3. Two two-inch photos (4.5*3.5 cm on white background) are submitted before the deadline for registration.
4. The scanned file of the front and back of the passport and ID card should be submitted before the deadline for registration.
5. After passing the application, the local unit will notify the payment

A6 : Presidio University Application Form

Name English Picture

ID Sex Male Female

Passport Birthday yyyy/mm/dd

Tel(O) Tel(H)

Phone1 Phone2

E-mail

Address

Company

Job Job Name

School Department

Status Student scholar Staff Manager Senior executive Owners

Area

Work experience / institution name Nature of the work Seniority

Certificate Name Category License Agency Identity Number Effective Date

Area of Expertise:

Initial review Final Approval

DBA & MBA program:

Dorcas University DBA & MBA in Sustainability program is a 90-credit curriculum with 10 required courses, plus 20 elective courses from one of four specialty concentrations—for a total of 30 courses. DBA students must write a dissertation for three more years to fulfill the graduation requirement.

The program can be completed in 30 months full-time or in 5 years if enrolled part-time. Each semester, classroom instruction takes place over a week, 2-day continuous period (part-time students attend classes for two days). These classes occur Saturday through Sunday, once-a-week for 30 months. DBA students must write a dissertation for three more years to fulfill the graduation requirement.

DPA & MPA program:

Dorcas University's DPA & MPA program is a 90-credit curriculum with 10 required courses, plus 20 elective courses from one of four specialty concentrations—for a total of 30 courses. DPA students must write a dissertation for two more years to fulfill the graduation requirement. The program combines substantial workshop experience with the flexibility of interactive distance-learning. Students have as much as learning hours as a traditional MPA program. Combined with virtual collaboration this structure is ideal for professionals that today need to balance multiple responsibilities. The program can be completed 18 months full time or 3 years if enrolled part-time. Each semester, instruction takes place over a four-day Study (part-time students attend classes for two days). These classes occur Thursday through Sunday once a month for five months. DPA students must write a dissertation for three more years to fulfill the graduation requirement.

Certificate Program: Choose from 5 Tracks

Track 1: Sustainable Operations, three-course, 30-credit sequence.

Track 2: Sustainable Marketing & Product Development, three-course, 30-credit sequence.

Track 3: Sustainable Leadership, Track 3 is a 3 or 4 courses, 20- to 30-credit sequence.

Track 4: Sustainable Energy Management, three-course, 30-credit sequence.

Track 5: Sustainable Breathing Energy certification three course, 30 credits sequence

ii. Certification or licensure exams that a student will be eligible to sit for once they have completed the program

1. MBA 60 credits and DBA 90 credits with a dissertation for three more years.
2. MPA 60 credits and DBA 90 credits with a dissertation for three more years.
3. Sustainable Operations certificate: three-course, 30-credit sequence.
4. Sustainable Marketing & Product Development Certificate: ten courses, 20-credit sequence.
5. Sustainable Leadership certificate: Track 3 is a 3 or 4 courses, 30-credit sequence.
6. Sustainable Energy Management certificate: three-course, 30-credit sequence.
7. Sustainable Breathing Building Certificate: three-course, 30-credit sequence.

ii. Certification or licensure exams that a student will be eligible to sit for once they have completed the program

1. MBA 60 credits and DBA 90 credits with a dissertation for three more years.
2. MPA 60 credits and DBA 90 credits with a dissertation for three more year.
3. Sustainable Operations certificate: three-course, 12-credit sequence.
4. Sustainable Marketing & Product Development Certificate: three-course, 11-credit sequence.
5. Sustainable Leadership certificate: Track 3 is a 3 or 4 courses, 9- to 13-credit sequence.
6. Sustainable Energy Management certificate: three-course, 12-credit sequence.
7. Sustainable Breathing Building Certificate: three-course, 12-credit sequence.

iii. Outline of curriculum for each program if available at this time

Please see attached documents 3 & 4 for more details:

1. MBA Program
2. MPA Program
3. Water Energy Training Certificate
4. Breathing Building Certificate

iv. By what method will instruction be provided (face-to-face, on-line, both)?

Instruction method: Both

d. If the institution will provide online education, who will be responsible for creating and managing the platform content? What qualifications will the institution seek when hiring for this position?

Platform Manager: Instructors of each subject and Dr. Stith & Dr. Yeh and their staff

Platform Manager Qualifications:

1. Reputable scholars
2. Minimum 3 years of teaching experience in the field
3. Subject field expert
4. Doctoral degree or master degree in MBA PBA, Energy or IT related science

Section IV: Recruitment and Admission

Describe the recruitment and admissions process. Include responses to the following:

a. What methods will the institution use to recruit students?

1. Alliance companies
2. Internet recruitment: University website Facebook AD
3. Magazine AD, TOEFL, GMAT, GTELP test center AD
4. Participation in Education Fair
5. Sister-college alliance of the world

Admission of students:

b. What will be the basic qualifications for admission to the school?

Admission requirements for MBA program:

1. Academic background college degree with a GPA 2.8 to 4.0, 5 years related experience or equivalent to university degree resume
2. Personal essay
3. Two letters of recommendation (optional)
4. GRE/GMAT (optional)
5. Evaluation for the following qualities

Student basic qualification:

(1) Values: Sustainability is a broad term that spans a variety of industries. In your specific area of interest, current or future, briefly describe an idea or project you would like to pursue while at SPU and/or how you intend to contribute to solutions to the biggest challenges facing our society.

(2) Teamwork: Describe a specific activity, business, or organization in which you were directly involved as a leader, collaborator, or activist. What challenges did you face, how did you resolve them, what did the experience reveal as strengths and where did you discover opportunities for improvement?

(3) Time Management: Commitment to a graduate program at PU Requires sacrifices, support, and self-motivation. Please share how you plan on balancing school, work, and personal commitments while enrolled in the program.

(4) Personnel qualities with strong in the followings:

- Analytics skill
- Attention to details
- Communication skill
- Customer service skill
- Interpersonal skills
- Numeracy skill
- Organization skill
- Problem solving skill
- Computer skill
- Other Personnel talents

Section V: Physical Facilities

Describe the physical space required to operate this school. Include:

a. Minimum number of rooms required and purpose of each room

1. Meeting Room (50-100 people): graduation, summer classes
2. Classrooms with individual outlet and whiteboards (50-100 seats)
3. Sustainable workshops (industry)
4. On-line and Physical Library facilities
5. Student center with cabinets, table and chairs
6. Multifunction Room: meetings, Lounge Bar for catering service, Seminars, students meetings, summer classes, test center, exhibition and wedding ceremony , piano concerts, music night performances, workshops, job fair, art shows, indoors activities
7. Restrooms
8. Contract classrooms/facility

b. Minimum equipment and supplies needed to adequately teach each program that will be offered.

1. Instructors' offices
2. Books
3. Classroom
4. Whiteboard/Marker
5. Projector
6. Audio equipment/ speaker
7. Locker Cabinets
8. Cold water fountain

9. Air conditioner
10. Computers

c. Minimum equipment needed to adequately perform the administrative function associated with operating a postsecondary school:

1. Telephone and address
2. Internet connection
3. Cell phone charge station
4. Classroom for 20-30 People (optional)
5. Food Service
6. Uninterrupted Power supply
7. Emergency Kit
8. Google cloud
9. Face recognize security
10. No freezing plumbing equipment
11. Internet banking service
12. Supporting group, consultants of computer exports, financial experts, law consultants, mechanics supports, accounting experts, IT experts, etc.

d. Minimum number of desks, chairs and tables needed for classrooms

50 chairs and 50 desks

e. Describe the plans for the school library and explain how it will adequately meet the purpose and enrollment of the school:

Both online and physical Library (there will be one building with three floors) in the campus) will meet the needs.

f. Describe any other equipment that is necessary for the operation of the school:

1. Cloud Copy Machine
2. Coffee Machine (optional)
3. Snack machine (optional)
4. Soft drink machine (optional)
5. Microwave Oven (optional)
6. Standby Cellphone and chargers
7. Coin machine
8. Washer dryer

9. Heating AC
10. Security observation center

Section VI: Financial Resources

Describe how the school will be able to maintain financial viability during its first year of operation. Include:

- a. An itemized list of anticipated expenses during the first year of operation

First year: one million US dollars (Faculty and Staff salary, Utility, taxes, etc.)

Second year: two million US dollars (Faculty and Staff salary, Utility, taxes, etc.)

Third year: Three million US dollars (Faculty and Staff salary, Utility, taxes, etc.)

b. The income that the school expects it can reasonably earn during the first year of operation and how the figure is derived:

2 million dollars= 200 certificate Program students X \$10,000

2 million dollars= 20 MBA and MPA students total 40 students x \$ 50,000

The total income is 4 million for first year

c. Tuition revenue: What options will students have to pay tuition? Will the school offer payment plans? Will full tuition be required before beginning the program? Will the school offer scholarships? Will federal financial aid be available to students?

Students can pay tuition by cash, check, credit cards

DU offer monthly installment plans

Students must pay first month tuition to begin

We offer scholarship to outstanding students

Once accredited by SASCOC, the Federal financial aid will be available to students

d. If there is a loss during the first year of operation, what resources will be available to continue the operation of the school?

There will be 5 Investors for each one million dollars

Section VII: Long Term Plans:

What plan does the school have for the future? Include:

a. Program additions:

Bachelor of Business Administration

Bachelor of Public Administration
Artificial Intelligence
Traditional and Oriental medicine

b. Accreditation

SSACOC

c. Federal financial aid

Once accredited by SASCOC, the federal financial aid will be available to students

d. Additional locations

Taiwan
Hong Kong
Malaysia
China

e. Other long term plans for growth

Recruit and marketing more students from Asia

Section VII: Institutional Self-Assessment

What do you see as your strengths in proposing to operate this particular school?

What do you expect will be the most difficult challenge about operating a postsecondary school in Virginia? How will you meet this challenge?

We have very specific and outstanding programs, strong leadership and faculty team. The difficult is to help students to create a substantial community, creating publicity for students, maintain maintaining a budget balance, Internet connection quality. Time differences and live discussion. Sync documents problems. To communicate in a different time zone with different locations classrooms

Explain any characteristics of the program, school, instructional methods, or purpose that make it unique.

1. Green concept
2. Distance learning
3. Substantial

4. Flexibility
5. Custom
6. Conversational
7. Publicity
8. Interactive