

## **Alabama Commission on Higher Education**

RSA Union Building, 100 North Union Street, Room 782

Montgomery, AL 36104

Office: 334-242-1998

Fax: 334-242-0268

Website: [www.ache.alabama.gov](http://www.ache.alabama.gov)

# **COMMISSION MEETING**

**June 10, 2011**

**9:30 a.m.**

Public Service Commission Hearing Room  
RSA Union Building, 9<sup>th</sup> Floor  
100 North Union Street  
Montgomery, Alabama 36104

# **Alabama Commission on Higher Education 2010-2011 Committee Structure**

## **Executive Committee**

*Steve Shaw, Chair*  
*Jeff Coleman, Vice-chair*  
*Ralph Buffkin*  
*Charles Ball*  
*Tom Davis*

## **Instructional Affairs Committee**

*Charles Ball, Chair*  
*Missy M. Smith*  
*William Powell*  
*Sydney Raine*  
*Drew Linn*  
*Tom Davis*

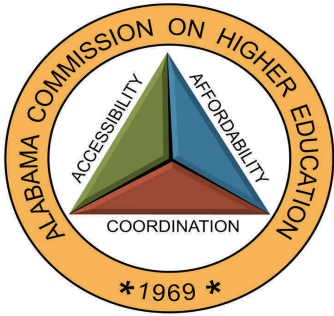
## **Finance & Accountability Committee**

*Ralph Buffkin, Chair*  
*Jeff Coleman*  
*Larry Hughes*  
*Philip Dotts*  
*Roberta Watts*

## **Committee of the Whole**

*Jeff Coleman, Chair*  
*Steve Shaw*  
*Tom Davis*  
*Ralph Buffkin*  
*Charles Ball*  
*Missy M. Smith*  
*Drew Linn*  
*Larry Hughes*  
*William Powell*  
*Roberta Watts*  
*Philip Dotts*  
*Sydney Raine*

# AGENDA



## ALABAMA COMMISSION ON HIGHER EDUCATION

RSA Union Building, 9th Floor  
Public Service Commission Hearing Room

June 10, 2011  
9:30 a.m.

- I. Call to Order
  - II. Roll Call of Members and Determination of Quorum
  - III. Approval of Agenda
  - IV. Consideration of Minutes of March 11, 2011 .....1
  - V. Chairman's Report
  - VI. Executive Director's Report
- Decision Items**
- \*A. Ratify Executive Committee's Decision to seek Statutory Change.....vi-A
  - B. Request Authority to seek Change in ACHE's Administrative Code .....vi-B
  - C. Approval of New Fee Schedule for Programmatic Review of Non-Alabama Postsecondary Institutions.....vi-C
- \*If legislative relief is not granted under Item A, all items will be withdrawn.*
- VII. **Decision Items**
    - A. **Academic Programs** (Policies and Procedures Manual, Tab 5B, Criteria for the Evaluation of Proposals for New Programs of Instruction)
      1. Alabama A&M University, Bachelor of Science in Criminal Justice (CIP 43.0103) ..... 8  
**Staff Presenter: Margaret Pearson**
      2. Chattahoochee Valley Community College, Associate in Applied Science and Certificate in Applied Technology (CIP 15.0613) ..... 18  
**Staff Presenter: Margaret Pearson**
      3. Ingram State Technical College, Associate in Applied Technology and Certificate in Heating & Air Conditioning Technology (CIP 47.0201) ..... 34  
**Staff Presenter: Margaret Pearson**
      4. Auburn University, Bachelor of Science in Natural Resources Management (CIP 03.0201) .....42  
**Staff Presenter: Ellen Haulman**
      5. University of Alabama in Huntsville, Bachelor of Fine Arts in Art (CIP 50.0701) ..... 49  
**Staff Presenter: Ellen Haulman**
      6. University of Montevallo, Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies (CIP 30.9999) .....57  
**Staff Presenter: Ellen Haulman**

**B. Extensions/Alterations of Existing Programs and Units of Instruction (Policies and Procedures Manual, Tab 6, Guidelines for Review of Extensions & Alterations of Existing Programs)**

1. Wallace State Community College (Dothan), Addition of an Option in Cyber Security/Computer Forensics to the Existing AAS in Criminal Justice (CIP 43.0107) ..... 67  
**Staff Presenter: Margaret Pearson**
2. Faulkner State Community College, Addition of an Option in Industrial Engineering Technology to the Existing AAS in Industrial Maintenance (CIP 47.0303) ..... 70  
**Staff Presenter: Margaret Pearson**
3. Calhoun State Community College, Addition of an Option in Design Drafting Technology/ Design & Production to the Existing AAS in Advanced Manufacturing (CIP 15.0613) ..... 73  
**Staff Presenter: Margaret Pearson**
4. University of West Alabama, Addition of an Option in Early Childhood Education (Non-Certification) to the BA/BS in Teacher Education, Multiple Levels (CIP 13.1206) ..... 76  
**Staff Presenter: Margaret Pearson**
5. University of North Alabama, Addition of Concentrations in Exercise Science, Kinesiology, and Wellness and Health Promotion to the Existing MS in Health and Human Performance (CIP 31.9999) ..... 79  
**Staff Presenter: Margaret Pearson**
6. University of West Alabama, Addition of a Track in Pre-Pharmacy to the Existing BA/BS in Chemistry (CIP 40.0501) ..... 82  
**Staff Presenter: Ellen Haulman**
7. Jacksonville State University, Addition of Three Concentrations to the Existing MSED In Physical Education (CIP 13.1314) ..... 85  
**Staff Presenter: Ellen Haulman**
8. University of Montevallo, Addition of a Concentration in Nutrition and Wellness to the Existing BS in Kinesiology (CIP 31.0501) ..... 88  
**Staff Presenter: Ellen Haulman**

**C. Request to Amend Post-Implementation Conditions (Policies and Procedures Manual, Tab 6, Guidelines for Consideration of Post-Implementation Reports That Do Not Meet Approved Conditions)**

1. Jacksonville State University, Master of Science in Manufacturing Systems Technology (CIP 15.9999) ..... 91  
**Staff Presenter: Ellen Haulman**
2. Athens State University, Bachelor of Science in Social Science (CIP 45.0101) ..... 95  
**Staff Presenter: Ellen Haulman**

**VIII. Information Items**

- A. Implementation of Non-Degree Programs at Senior Institutions .....99  
**Staff Presenter: Margaret Pearson**
- B. Implementation of New Certificate Programs (Less than or Equal to 29 Semester Hours) ..... 101  
**Staff Presenter: Margaret Pearson**
- C. Auburn University, New Exempt Off-Campus Site ..... 104  
**Staff Presenter: Margaret Pearson**
- D. Central Alabama Community College, New Exempt Off-Campus Site ..... 107  
**Staff Presenter: Margaret Pearson**
- E. Trenholm State Technical College, New Exempt Off-Campus Site ..... 110  
**Staff Presenter: Margaret Pearson**
- F. Trenholm State Technical College, New Exempt Off-Campus Site Housing for Three Programs: Graphic Communications Technology, Drafting & Design Technology, and Computer Science at the Former Barnes and Nobles Facility ..... 113  
**Staff Presenter: Margaret Pearson**
- G. Jacksonville State University, Addition of the EdS in Counselor Education (CIP 13.1101) ..... 115  
**Staff Presenter: Ellen Haulman**
- H. University of North Alabama, Addition of Class AA Teaching Certificates in Elementary Education and Teacher Leader to the EdS in Education, General (CIP 13.0101)..... 116  
**Staff Presenter: Ellen Haulman**
- I. Jacksonville State University, Establishment of the Center for Information Security and Assurance (CISA) ..... 117  
**Staff Presenter: Margaret Pearson**
- J. Jacksonville State University, Establishment of the Institute for Research & Collaboration ..... 118  
**Staff Presenter: Margaret Pearson**
- K. Summary of Post-Implementation Reports..... 119  
**Staff Presenter: Ellen Haulman**
- L. Implementation of Approved Programs ..... 125  
**Staff Presenter: Ellen Haulman**
- M. Changes to the Academic Program Inventory ..... 128  
**Staff Presenter: Ellen Haulman**
- N. Implementation of Distance Education Programs ..... 131  
**Staff Presenter: Margaret Pearson**

**IX. Adjournment**

# ALABAMA COMMISSION ON HIGHER EDUCATION

## MINUTES OF MEETING

March 11, 2011

### I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, March 11, 2011 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Shaw called the meeting to order at 9:30 a.m.

Commissioner Shaw welcomed college presidents, legislators, members of the State Board of Education, institutional representatives, and guests. He extended his appreciation for their attendance and the opportunity to work with each of them.

### II. Roll Call of Members and Determination of Quorum

Members present: Steve Shaw, Jeff Coleman, Ralph Buffkin, Missy Smith, Drew Linn, Charles Ball, Tom Davis, William Powell, and Larry Hughes. A quorum was determined by voice roll call of members present.

### III. Approval of Agenda

RESOLVED: Commissioner Buffkin moved that the agenda be amended to include page 112 which was provided as a handout. Linn seconded. Motion carried. The agenda was approved as amended.

### IV. Consideration of Minutes of December 10, 2010

RESOLVED: Commissioner Ball moved for approval of the December 10, 2010 minutes. Commissioner Coleman seconded. The minutes were approved.

### V. Chairman's Report

Commissioner Shaw thanked the commissioners for the time and effort spent in reviewing meeting materials and visiting with students and faculty. He also thanked the institutional representatives for the invitations extended. He commended Dr. Fitch for sending the weekly report which keeps commissioners up-to-date on higher education issues.

He reported the following activities:

- Participated in a telephone conference with Dr. Garrison, Dr. Veres, and Dr. Fitch which resulted in a meeting of the Council of Presidents (COP) on February 10, 2011. The COP bylaws were revised to comply with statutory requirements. New officers were also elected.
- Attended a meeting with Senator Brewbaker, Dr. Fitch, and Margaret Gunter to discuss the State Plan for Higher Education.
- Attended Dr. Fitch's presentation to the joint house and senate Committees on Finance and Budget chaired by former commissioner, Senator Trip Pittman.

- Attended the dedication of a new Center for Excellence at Troy University with Dr. Jack Hawkins, Governor Bentley, Mayor Lunceford, SGIE, and officials from the city of Troy. This was the result of a partnership between the city of Troy and Troy University and has already added 150 jobs. Commissioner Shaw added that this is an important example of higher education working with city and county governance in private enterprise.

Commissioner Shaw directed Commissioners to a packet of information compiled by Margaret Gunter to assist them in discussing higher education issues. The packet included information on remedial and high school education and the statistics for each congressional district.

In addition to encouraging Commissioners to visit the institutions in the state, Shaw encouraged them to also meet with legislators and senators in their district.

## **VI. Executive Director's Report**

Dr. Fitch expressed his appreciation to Dr. Chandler for inviting him to speak at the commencement exercises at Enterprise State Community College.

He reported that Representative Phil Williams requested information from Commissioner Dotts on students in the Huntsville area. That information was provided from the ACHE student data base and was distributed to the legislature for their regional areas and school districts. A copy of the packet was provided to commissioners (attached). He encouraged commissioners to work with community colleges and four-year institutions in their districts.

Dr. Fitch announced that the National Math Science Initiative (NMSI) has awarded a grant to K-12 schools in Alabama. NMSI has provided Alabama with about \$7 million dollars for Advanced Placement (AP) programs and Alabama has taken the lead nationally in the increase of students taking AP courses. ACHE is involved because the student data base tracks those students and gives an assessment of student skill sets and abilities.

He expressed concern about the budget affecting student financial aid and the federal government's elimination of matching funds. Student participation in ASAP has dropped from over 13,000 students to below 6,000. If the state is faced with budget cuts, student participation could be back to FY2007 levels, which would significantly affect the institutions.

## **VII. Discussion Items**

### **A. Alabama Ethics Commission Presentation**

Mr. James L. Sumner, Jr., Director of the Alabama Ethics Commission, presented an overview of ethics issues to the Commission. He explained that the Ethics Commission was created some thirty-seven (37) years ago with a view toward helping public officials and employees avoid conflicts of interests in job performance and preventing the use of job positions and/or public service to benefit themselves, their families, or their businesses. He pointed out that there are two things to be concerned about: 1) conflicts of interests; and 2) timely filing of the Statement of Economic

Interest required by law by April 30<sup>th</sup> of each year.

After answering questions from Commissioners regarding how to file a complaint and registering as a lobbyist, Mr. Sumner advised Commissioners to go to the Ethics Commission website ([www.ethics.alabama.gov](http://www.ethics.alabama.gov)) for any questions regarding the process.

## VIII. Decision Items

### A. **Academic Programs** (*Policies and Procedures Manual, Tab 5B, Criteria for the Evaluation of Proposals for New Programs of Instruction*)

1. Alabama State University, Master of Science in Prosthetics and Orthotics (CIP 51.2307)

Ms. Ellen Haulman presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Ball moved that the Commission accept the staff recommendation for approval. Powell seconded. Motion carried.

2. University of Alabama at Birmingham, Master of Arts in Education in English as a Second Language (CIP 13.1401)

Ms. Ellen Haulman presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Davis moved that the Commission accept the staff recommendation for approval. Buffkin seconded. Motion carried.

3. University of Alabama at Birmingham, Master of Arts in Education in Reading (CIP 13.1315)

Ms. Ellen Haulman presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Davis moved that the Commission accept the staff recommendation for approval. Ball seconded. Motion carried.

4. University of Alabama in Huntsville, Master of Science and Doctor of Philosophy in Aerospace Systems Engineering (CIP 14.0201)

Ms. Ellen Haulman presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Davis moved that the Commission accept the staff recommendation for approval for the Master of Science designation. Powell seconded. Motion carried.

RESOLVED: Davis moved that the Commission accept the staff recommendation for approval for the Doctor of Philosophy designation. Linn seconded. Motion



carried.

Commissioner Powell requested that the Aerospace Consortium report its progress to the Commission.

5. University of West Alabama, Bachelor of Arts/Bachelor of Science in Interdisciplinary Arts (CIP 30.9999)

Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Ball moved that the Commission accept the staff recommendation for approval. Davis seconded. Motion carried.

6. Alabama A&M University, Bachelor of Science in Logistics and Supply Chain Management (CIP 52.0203)

Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Davis moved that the Commission accept the staff recommendation for approval. Ball seconded. Motion carried.

7. Troy University, Bachelor of Science in Health Education (CIP 13.1307)

Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Hughes moved that the Commission accept the staff recommendation for approval. Linn seconded. Motion carried.

8. Chattahoochee Valley Community College, Associate in Applied Science in Visual Communication (CIP 50.0401)

Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Buffkin moved that the Commission accept the staff recommendation for approval. Coleman seconded. Motion carried.

**B. Extensions/Alterations of Existing Programs and Units of Instruction** (*Policies and Procedures Manual, Tab 6, Guidelines for Review of Extensions & Alterations of Existing Programs*)

1. Calhoun State Community College, Addition of an Option in Renewable Energy to the Existing AAS in Advanced Manufacturing (CIP 15.0613)

Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Davis moved that the Commission accept the staff recommendation

ALABAMA COMMISSION ON HIGHER EDUCATION  
Minutes of Meeting  
Friday, March 11, 2011

for approval. Hughes seconded. Motion carried.

2. Troy University, Addition of a Concentration in Coaching to the Existing MS in Sport and Fitness Management (CIP 31.0504)

Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Hughes moved that the Commission accept the staff recommendation for approval. Linn seconded. Motion carried.

3. University of Alabama in Huntsville, Addition of a Track in Data & Information Science to the Existing MS & PhD in Computer Science (CIP 11.0101)

Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Ball moved that the Commission accept the staff recommendation for approval. Linn seconded. Motion carried.

4. University of South Alabama, Addition of a Concentration in Health Sciences to the BPHS in Pre-Professional Health Sciences (CIP 51.1199)

Ms. Ellen Haulman presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Linn moved that the Commission accept the staff recommendation for approval. Hughes seconded. Motion carried.

5. University of North Alabama, Alteration of the BBA in Marketing (CIP 52.1401)

Ms. Ellen Haulman presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Hughes moved that the Commission accept the staff recommendation for approval. Coleman seconded. Motion carried.

6. University of North Alabama, Addition of Concentrations in Project Management and SAP ERP Systems to the Existing MBA in Business Administration (CIP 52.0201)

Ms. Ellen Haulman presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Ball moved that the Commission accept the staff recommendation for approval. Linn seconded. Motion carried.

**C. New Off-Campus Sites** (*Policies and Procedures Manual, Tab 6, Guidelines for Review of Extensions & Alterations of Existing Programs*)

1. Enterprise State Community College, New Off-Campus Site

Ms. Margaret Pearson presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Ball moved that the Commission accept the staff recommendation for approval. Buffkin seconded. Motion carried.

**D. Request to Amend Post-Implementation Conditions** (*Policies and Procedures Manual, Tab 6, Guidelines for Consideration of Post-Implementation Reports That Do Not Meet Approved Conditions*)

1. Central Alabama Community College, Associate in Applied Science and Certificate In Manufacturing Technology (CIP 15.0613)

Ms. Ellen Haulman presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Powell moved that the Commission accept the staff recommendation for approval. Hughes seconded. Motion carried.

**IX. Information Items**

RESOLVED: Ball moved that the Commission accept information Items A through L. Hughes seconded. Motion carried.

- A. Auburn University, Implementation of a New Dual Degree Graduate Program: MBA and MS in Business Administration (Finance Option)
- B. Auburn University, Change in the Name of the Department of Special Education, Rehabilitation, Counseling/School Psychology to the Department of Special Education, Rehabilitation, and Counseling
- C. University of Alabama, Planned Implementation of Three Dual Enrollment Programs
- D. University of Montevallo, Establishment of Two Departments: The Department of Theatre and the Department of Communication
- E. University of North Alabama, Alteration of the BA/BS in Communication Arts
- F. Establishment of the Aerospace Engineering Consortium of Alabama
- G. University of Montevallo, Addition of Class A Teaching Certificates in Collaborative Teacher and Hearing Impaired to the MEd in Elementary Education (CIP 13.1202) and the MEd in Secondary Education (CIP 13.1205)
- H. Changes to the Academic Program Inventory

- I. Implementation of Non-Degree Programs at Senior Institutions
- J. Implementation of Distance Education Programs
- K. Implementation of New Certificate Program (Less than or Equal to 29 Semester Hours)
- L. Summary of Post-Implementation Reports

**X. Adjournment**

The meeting was adjourned at 10:40 a.m. The next meeting of the Commission is scheduled for June 11, 2011.

\_\_\_\_\_  
Steve Shaw, Chairman

Sworn to and subscribed before  
me this the \_\_\_\_ day of \_\_\_\_\_  
2011.

\_\_\_\_\_  
Gregory G. Fitch, Executive Director

\_\_\_\_\_  
Notary Public

DECISION ITEM A: Ratification of Executive Committee to Seek Statutory Change

Staff Presenter: Gregory G. Fitch, Ph.D.  
Executive Director

Staff Recommendation: That the Commission ratify the decision of the Commission's Executive Committee to seek an amendment to Ala. Code §16-5-10(14) (1975), which would authorize the Commission to establish a schedule of programmatic review fees for non-Alabama institutions.

Background: On May 20, 2011, the Executive Committee of the Commission met in the Commission offices in Montgomery Alabama. As a result of that meeting, the Commission sought an amendment to the Code of Alabama, Chapter 16-5-10(14). This section of the Code relates to the Commission's role in approving the programmatic offerings of non-Alabama institutions. Specifically, the Commission sought authorization to establish a schedule of programmatic review fees. This change was precipitated by a change in the federal guidelines related to distance education under Program Integrity rules associated with CFR parts 600, 602, 603, et al. under DCL ID: GEN-11-05 and Ala. Code §16-5-10(14) (1975). Under the new rules, an institution must be able to document to the Secretary of Education that states in which they are seeking to operate have approved their offerings. This change has resulted in an influx of over 150 applications. This is in addition to the approximately 55 institutions the Commission already has been reviewing for approval. This is putting a severe strain on the resources of the Commission.

Supporting Documentation: None.

DECISION ITEM B: Non-Resident Institutional Review: Amendment to Chapter  
300-2-1-.02 of the Alabama Administrative Code

**EXECUTIVE SUMMARY**

**Reason for Action:** To provide for the assessment of fees for the programmatic review of non-resident institutions in accord with the amendment to the Commission statute to be codified at: Ala. Code §16-5-10 (14) (1975).

**Rationale for Staff Recommendation:**

1. To align the Alabama Code with the amendment to the Commission Statute.

**DECISION ITEM B:** Non-Resident Institutional Review: Amendment to Chapter 300-2-1-.02 of the Alabama Administrative Code

Staff Presenter: Dr. Elizabeth C. French, Director  
Office of Institutional Effectiveness and Planning

Staff Recommendation: That the Commission approve the proposed amendment to the Alabama Administrative Code to provide for the assessment of fees for the programmatic review of non-resident institutions in accord with the amendment to the Commission statute to be codified at: Ala. Code §16-5-10 (14)(1975)

Legislative Amendment: No institution of postsecondary education located outside of Alabama may offer units or programs of instruction within Alabama without prior approval of the Commission. The Commission under its rulemaking authority shall establish criteria for the approval of such institutions and program. The commission shall promulgate a schedule of programmatic review fees, which may be revised from time to time upon reasonable notice at the discretion of the commission. All programmatic review fees collected from non-Alabama postsecondary institutions shall be deposited in the State Treasury to the credit of the Alabama Commission on Higher Education.

Background: On October 29, 2010, the United States Department of Education (USDOE) released new “program integrity” rules to become effective July 1, 2011. 34 CFR parts 600, 602, 603 et al. (2010) (Program Integrity Issues, Final Rule).

Since the federal program integrity rules apply to all non-Alabama institutions offering programs of instruction through distance education (online) or correspondence to residents of Alabama, there has been an exponential escalation of activity in the number of schools seeking programmatic approval. To date the Office of Institutional Effectiveness and Planning has been notified by more than 150 schools of their intent to offer online programs to Alabama residents. This represents not only an increase in the number of non-resident institutions under the Commission’s programmatic jurisdiction, but also includes additional reporting requirements to the U.S. Department of Education. The provision for a fee structure for non-resident programmatic review will increase resources to support activities associated with the oversight of non-resident institutions. Failure to comply with program integrity rules at the state level can result in the loss of Title IV funding for the applying non-resident institution.

Heretofore, the Commission’s programmatic review has been conducted at no cost to the applying non-resident institution except for a prerequisite requirement that unaccredited institutions and others in extraordinary circumstances undergo review by an outside consultant, chosen by the Commission with costs borne by the institution.

Supporting Documentation: Proposed amendment to Chapter 300-2-1.02, Alabama Administrative Code

Proposed Amendment - NRI Administrative Code

June 10, 2011

ALABAMA COMMISSION ON HIGHER EDUCATION  
ADMINISTRATIVE CODE

INSTITUTIONAL EFFECTIVENESS AND PLANNING

CHAPTER 300-2-1  
PROGRAM REVIEW

300-2-1-.02 Review And Approval Or Disapproval Of Proposed Postsecondary Course Offerings In Alabama By Non-Alabama Institutions.

(1) **Purpose.** It is the responsibility of the Alabama Commission on Higher Education to establish policies and procedures for reviewing and approving or disapproving all proposed postsecondary credit courses offered in the State of Alabama by any non-Alabama institution of education. These institutions must also be licensed to do business in Alabama by the Alabama Department of Postsecondary Education.

(2) **Definitions.** For purposes of this rule, the following definitions apply:

(a) Units or Programs of Instruction (Courses): Any course or sequence of courses for which credit toward any postsecondary degree, certificate, or diploma is to be awarded.

(b) Department: The Alabama Department of Postsecondary Education.

(c) Exempt Institutions: Those postsecondary institutions that are granted a certificate of exemption from licensure by the Alabama Department of Postsecondary Education and for which the Department has waived formal licensure application and review.

(d) Faculty: A faculty member who has a contract for formal teaching responsibilities with the proposing institution.



(e) Main Campus: The physical boundaries of the location of an institution's principal administrative offices.

f) Non-Alabama Institutions: Those postsecondary educational institutions, public or private, profit and nonprofit, whose main campus or headquarters is located outside the State of Alabama.

(g) Unaccredited Institution: An institution not accredited by an agency recognized by the United States Department of Education or Council on Higher Education Accreditation

(3) **Procedures for Program Approval.** When the Department receives an application for licensure, it will, if it appears that the applying institution will qualify for such license, forward that information to the Commission for its review of proposed course offerings. The Commission will forward an Application for Review and Approval of Proposed Offering of Academic Degree Credit Courses in Alabama by Non-Alabama Institutions of Higher Education to the applying institution. When the completed forms are returned, the Commission will undertake its review.

As a prerequisite to program approval, an unaccredited institution requesting to offer degree programs in Alabama must undergo an external review of its programs of study by an outside consultant(s) chosen by the Commission. The unaccredited institution will underwrite all costs related to the external review.

**A programmatic review fee is applicable to all nonresident institutional reviews. This charge may be revised from time to time upon reasonable notice at the discretion of the commission.**

(4) **Institutions exempt under the Alabama Private School License Law.** Those non-Alabama institutions that are granted a certificate of exemption for licensure by the Department and for which the Department has waived formal licensure application and review shall nonetheless apply for Commission review and approval of courses or units of instruction. Their application for course approval shall be accompanied by a certificate of exemption from formal licensure issued by the Alabama Department of Postsecondary Education.

(5) **Commission Review Criteria.** The Commission shall establish review criteria designed to evaluate the academic quality of the proposed offerings. The review includes, but is not restricted to: the qualifications of faculty and supporting staff, the quality of academic support resources (library, laboratories, etc.), and the academic validity of the proposed courses. In general, program proposals must meet standards used by the Commission proposals for new off-campus offerings by in-state public institutions and in doing so be in full compliance with the Southern Associate of Colleges and Schools/Commission on Colleges (SACS/COS) guidelines. Since the use of state appropriated funds is not involved, the question of unnecessary duplication will not be an issue when proposals from these non-Alabama institutions are being reviewed.

(6) **Site visits.** In some instances it may be necessary for the Commission to conduct a site visit to the proposed location for an evaluation of course offerings before concluding its review of a pending application. There is no charge for mileage or per diem payments to staff employees of the Commission for such visits. In the event that the Commission appoints other education or external specialists as on-site visit consultants, the appointees will be paid a consulting fee as well as expenses.

(7) **Timeline for Review.** In the absence of unavoidable delays, the Commission will report its approval or disapproval of proposed courses to the Department and to the applying institution within sixty (60) working days following receipt of the required data and information forms from the applying institution.

~~(8) **Fees.** All nonresident institutions are subject to a programmatic review fee as promulgated in a schedule of programmatic review fees. No fee is charged for receiving and processing the application for course approval. The only charge is that described in paragraph 6) of this rule concerning the occasional use of special educational consultants for site visits.~~

(9) **Appeals.** Any person or institution aggrieved by the action of the Commission in its administration of this rule may, by written petition filed with the Commission within thirty (30) days after notice of the aggrieving action, request a rehearing by the Commission. The Commission shall schedule the requested rehearing to be held no less than

twenty (20) or more than thirty (30) days after receipt of the petition. The aggrieved party may present written and oral evidence supporting its petition and may be represented by counsel, if desired. The decision of the Commission following the rehearing shall be final.

**Author:** Elizabeth French

**Statutory Authority:** Code of Ala. 1975, §§16-5-1, et seq.

**History:** Filed December 10, 1985. Rule 300-2-1-.02 was formerly referenced as Chapter 300-2-1; it has been repealed and reinserted as a rule within this chapter. The rule title remains unchanged from its previous chapter title. The contents are also unchanged except for slight format changes and the addition and deletion of certain definitions: Filed April 10, 1989. **Amended:** Filed August 21, 1996; effective September 25, 1996. **Amended:** Filed January 6, 2003; effective February 10, 2003. **Amended:**

DECISION ITEM C: Non-Resident Institutional Review: Proposed Programmatic Review  
Fee Schedule For Non-Alabama Postsecondary Institutions

**EXECUTIVE SUMMARY**

**Reason for Action:** To establish a fee schedule for programmatic review of non-Alabama postsecondary institutions.

**Rationale for Staff Recommendation:** Implement the legislative amendment to be codified at Ala. Code §16-5-10 (14) (1975).

**DECISION ITEM C:** Non-Resident Institutional Review: Proposed Programmatic Review Fee Schedule For Non-Alabama Postsecondary Institutions

Staff Presenter: Dr. Elizabeth C. French, Director  
Office of Institutional Effectiveness and Planning

Staff Recommendation: That the Commission approve the proposed programmatic review fee schedule:  
  
Initial Programmatic Review: \$2000  
Biennial Renewal Fee: \$1000 (full-scale review)

Legislative Amendment: No institution of postsecondary education located outside of Alabama may offer units or programs of instruction within Alabama without prior approval of the Commission. The Commission under its rulemaking authority shall establish criteria for the approval of such institutions and program. The commission shall promulgate a schedule of programmatic review fees, which may be revised from time to time upon reasonable notice at the discretion of the commission. All programmatic review fees collected from non-Alabama postsecondary institutions shall be deposited in the State Treasury to the credit of the Alabama Commission on Higher Education.

Supporting Documentation: None.

DECISION ITEM A-1: Alabama A&M University, Bachelor of Science in Criminal Justice (CIP 43.0103)

### **EXECUTIVE SUMMARY**

**Reason for Action:** The Code of Alabama, 16-5-8 (c) states that the governing boards of public institutions of higher education in this state and the campuses under their governance or supervision shall not undertake the establishment of a new unit or program of instruction for academic credit with state funds before submitting plans for the new unit or program to the commission for its review, evaluation, and approval.

**Program Objective:** According to the institution, the proposed program is designed to introduce students to a social scientific understanding of the criminal justice system. Students graduating with a major in Criminal Justice will be prepared to pursue a variety of careers, including graduate school, law school, and management positions within the criminal justice system.

**Role:** The program is within the instructional role recognized by the Commission for Alabama A&M University (AAM).

**Mode of Delivery:** According to university officials, approximately ten percent of the general education courses will be offered online. Currently, there is a university wide initiative to develop distance learning programs through online courses.

**Similar Programs:** The University of North Alabama has a BS in Criminal Justice and the University of South Alabama has a BA in Criminal Justice Administration located at CIP 43.0103. Alabama State University, Athens State University, Auburn University in Montgomery, Jacksonville State University, Troy University, and the University of Alabama have similar programs at CIP 43.0104. The University of Alabama at Birmingham has a baccalaureate program listed at CIP 43.0199.

**Collaboration:** According to the proposal, efforts will be made to collaborate with local two-year institutions to allow students an opportunity to obtain a four-year degree in Criminal Justice.

**Resources:** A total of \$392,500 in estimated new funds will be needed to support the proposed program in the first five years. A total of \$392,500 will be available through tuition. Tuition will come both from students within the university transferring from other academic programs and from students entering the university for the first time.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comment. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposed program will be an elevation of a current minor in Criminal Justice.
2. According to information provided in the proposal, over the next five years there will be over 400 job openings related to Criminal Justice in the state of Alabama.

DECISION ITEM A-1: Alabama A&M University, Bachelor of Science in Criminal Justice (CIP 43.0103)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Criminal Justice with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2011. Based on Commission policy, the proposed program must be implemented by June 10, 2013, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2011-12, will be at least 20, based on the proposal.
2. That the annual average number of graduates for the period 2011-12 through 2015-16 (five-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in entering graduate or professional school.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Alabama A&M University (AAM) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2016.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Alabama A&M University program proposal, dated March 11, 2011. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 10, 2011

Institutions,” Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.



**Attachment 1**

**NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY**

INSTITUTION	Alabama A&M University
PROGRAM	Bachelor of Science in Criminal Justice

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
FACULTY	\$52,500	\$52,500	\$52,500	\$52,500	\$52,500	\$262,500
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
STAFF	\$0	\$0	\$35,000	\$35,000	\$35,000	\$105,000
ASSISTANTSHIPS/ FELLOWSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$57,500</b>	<b>\$57,500</b>	<b>\$92,500</b>	<b>\$92,500</b>	<b>\$92,500</b>	<b>\$392,500</b>

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**  
 \*\* Tuition will come both from students within the university transferring from other academic programs and from students entering the university for the first time.

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$57,500	\$57,500	\$92,500	\$92,500	\$92,500	\$392,500
<b>TOTAL</b>	<b>\$57,500</b>	<b>\$57,500</b>	<b>\$92,500</b>	<b>\$92,500</b>	<b>\$92,500</b>	<b>\$392,500</b>

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2011-12	2012-13	2013-14	2014-15	2015-16	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	20	35	49	61	71	47
NEW ENROLLMENT HEADCOUNT	20	20	20	20	20	20
DEGREE COMPLETION PROJECTIONS	5	6	8	10	12	8

## Attachment 2

### Summary of Background Information

Bachelor of Science in Criminal Justice  
Alabama A&M University

**Role:** The proposed program is within the instructional role recognized for Alabama A&M University.

**Objectives:** According to the institution, the proposed program is designed to introduce students to a social scientific understanding of the criminal justice system. Students graduating with a major in Criminal Justice will be prepared to pursue a variety of careers, including graduate school, law school, and management positions within the criminal justice system.

Specifically, the mission of the Criminal Justice program will:

- Provide students with a broad knowledge of criminal justice concepts and terminology.
- Provide students with a comprehensive understanding of the structure and operation of the criminal justice system.
- Provide students with a comprehensive understanding of how criminal justice relates to other social structures and institutions, and how those structures and institutions impact criminal justice.
- Prepare students to employ critical thinking, social justice, and civic responsibility in their decision-making processes as they pursue their careers and encounter life situations.

Educational Outcomes/Learning Objectives are as follows:

- Make evident an understanding of and command of fundamental concepts, terminology, and data regarding society and the criminal justice system.
- Be able to critically evaluate the social research process.
- Demonstrate the ability to formulate a problem/topic, assemble relevant published background research, conduct a new study, and/or provide new data toward the topic in a formal research paper or proposal.
- Be prepared to apply acquired knowledge towards further studies or careers in Criminal Justice.
- Exhibit an understanding of and the ability to apply criminological theories (theories on the making and enforcing of the criminal law and theories of criminal and deviant behavior) in explaining the entire criminal justice process.
- Display a working knowledge of quantitative and/or qualitative research methods and statistical analysis.
- Demonstrate a basic understanding of the administration of a small law enforcement agency.
- Demonstrate an understanding of the factors that lead to juvenile delinquency.
- Demonstrate an understanding of the factors that contribute to crime and recidivism in low income neighborhoods.
- Demonstrate a basic understanding of the cause of white-collar crimes(s).
- Demonstrate an in-depth knowledge of a substantive area within the discipline of criminal justice by successfully completing an internship with a cooperating criminal justice agency.

**Administration:** The program will be administered by the School of Arts and Sciences, Dr. Matthew Edwards, dean, and the Department of Behavioral Sciences, Dr. Ronald Slaught, chairperson.

**Accreditation:** There is no national accreditation organization for Criminal Justice.

**Curriculum:**

Program Completion Requirements:

Credit hours required in general education/program core:	50 semester hours (sh)
Credit hours in major:	33 sh
Credit hours in minor:	18 sh
Credit hours in support courses	9 sh
Credit hours in support electives	9 sh
Credit hours in advisor approved electives	3 sh
Total	122 sh

The proposed program will be supported by existing courses that are in the sociology program, specifically those included in the current Criminal Justice minor. As the program grows, additional courses will be developed to meet the needs of the students and community.

**Collaboration:** According to the proposal, efforts will be made to collaborate with local two-year institutions to allow students an opportunity to obtain a four-year degree in Criminal Justice.

**Distance Education:** According to university officials, approximately ten percent of the general education courses will be offered online. Currently, there is a university wide initiative to develop distance learning programs through online courses.

**Admissions:** The selection of students for the proposed Criminal Justice program will be based on Alabama A&M University admission policies. Freshman students must have earned a minimum score of 18 ACT/equivalent and maintained a grade point average of "C" in the following subjects: English, mathematics, science, history, and political science. Students transferring from two-year colleges must have a minimum of a "C" average and be in good standing with the institution from which they are transferring.

**Need:** The need for criminal justice personnel is increasing. According to the 2010-2011 Occupational Outlook Handbook, local and state agencies are constantly looking for qualified personnel in this area. Local police departments in many cities have increased the level of education for entry level patrolmen from high school to two years of college. Promotion to sergeant, lieutenant, and detective all require bachelor or master degrees. Since the attacks of September 11, 2001, the emphasis on Homeland Security has heightened with the creation of the Department of Homeland Security. As agencies have been created, consolidated, and expanded, new jobs also have opened.

**Criminal Justice Job Projections from Occupational Outlook Handbook 2010-11 Edition**

Occupational Title	SOC Code	Employment, 2008	Projected Employment, 2018	Change, 2008-18	
				Number	Percent
Police and detectives	—	883,600	968,400	84,700	10
First-line supervisors/managers of police and detectives	33-1012	97,300	105,200	7,800	8
Detectives and criminal investigators	33-3021	112,200	130,900	18,700	17
Fish and game wardens	33-3031	8,300	9,000	700	8
Police officers	33-3050	665,700	723,300	57,500	9
Police and sheriff's patrol officers	33-3051	661,500	718,800	57,300	9
Transit and railroad police	33-3052	4,300	4,500	200	5

NOTE: Data in this table are rounded. See the discussion of the employment projections table in the *Handbook* introductory chapter on [Occupational Information Included in the Handbook](#).

Occupational Title	SOC Code	Employment, 2008	Projected Employment, 2018	Change, 2008-18	
				Number	Percent
Private detectives and investigators	33-9021	45,500	55,500	10,000	22

NOTE: Data in this table are rounded. See the discussion of the employment projections table in the *Handbook* introductory chapter on [Occupational Information Included in the Handbook](#).

**Student Demand:** No formal survey was conducted. The institution has identified students who are interested in the proposed program, especially those who are currently enrolled in the existing Criminal Justice minor.

**Resources:**

**Faculty/Staff:**

Number of currently employed qualified faculty who will teach in the program:

Primary faculty -- Full-time: 2  
Part-time: 1

Support faculty – Full-time: 1  
Part-time: 3

Adjunct faculty -- 1

Number of additional faculty who will be employed to teach in the program during the first five years:

Primary faculty – Full-time: 1  
Part-time: 1

The bulk of the Criminal Justice courses are existing courses taught through the department's sociology program by two permanent faculty members and adjunct instructors as needed. However, one new full-time and part-time faculty member will be hired to teach Criminal Justice and Sociology courses.

A full-time faculty member will be hired with a doctorate in Criminal Justice/Sociology. A part-time faculty/adjunct instructor will be hired with a minimum of a master's degree with 18 hours of Criminal Justice/Sociology courses.

**Support Staff:** According to the proposal, the program will use the current available support staff that includes one administrative assistant in the department, and two student assistants, one graduate, one undergraduate.

**Equipment/Facilities:** The program will add routine office equipment to support additional faculty. There will also be a need for an independent computer lab for students after the proposed program has been implemented.

The program will use current facilities at the university. No renovations of the facilities are anticipated at this time.

**Library:** The university library possesses twenty journals and an extensive number of texts in its collection to support the program.

**Program Budget:** A total of \$392,500 in estimated new funds will be needed to support the proposed program in the first five years. A total of \$392,500 will be available through tuition. Tuition will come both from students within the university transferring from other academic programs and from students entering the university for the first time.

**Attachment 2  
 Alabama A&M University**

**Bachelor of Science  
 Criminal Justice**

**Criminal Justice Curriculum  
 (122 Hours)**

**University Core Courses**

Humanities Course	Hours	Grade	Sem
ENG 101/ENG 103 Composition I	3		
ENG 102/ENG 104 Composition II	3		
ART or Music	3		
ENG 205 Speech	3		
ENG 203 World Literature I	3		
ENG 204 World Literature II	3		
ENG 304 Advanced Composition	3		

**History and Behavioral Science**

HIS 101 World History I	3		
HIS 102 World History II	3		
PSY 201 General Psychology	3		
ECO 200 General Economics*	3		

\* Any ECO course listed in Catalog under General Education Requirements

**Natural Science**

MTH 110 (or higher) Finite Mathematics	3		
*Natural & Physical Sciences	4		
*Natural & Physical Sciences	4		

\*BIO 101, BIO101L, or BIO 102, BIO102L; CHE 101, CHE101L, or CHE102, CHE102L;  
 PHY 101, PHY101L, or PHY102, PHY102L

**Orientation**

Survival Skills	1		
-----------------	---	--	--

**Health, P. E. or Military Science**

Physical Ed Activities or Health or Military Science	2		
---	---	--	--

Computer Literacy

CMP 101 Fundamentals of Computing	3		
-----------------------------------	---	--	--

Criminal Justice Major 33 Hours (Must have a C or better in each course)

Hours	Hrs	Grade	Sem
CRJ 250 Introduction to Criminal Justice	3		
CRJ 251 Rules of Evidence	3		
SOC 301 (PSY 301) Elementary Behavioral Statistics	3		
CRJ/SOC 443 Social Research* See Note	3		
CRJ 351 Criminology	3		
CRJ 458 Internship	3		
CRJ 1	3		
CRJ 2	3		
CRJ 3	3		
CRJ 4	3		
CRJ 5	3		

\* Senior Level Courses

Note: Elementary Behavioral Statistics must be taken before SOC 443 Social Research

Required Support Courses 9 Hours

SOC 201 Intro to Sociology	3		
PSC 201 Introduction To Political Science	3		
PHL 201 Intro to Philosophy	3		

Required Support Electives 9 Hours - Any course to be taken from History, Philosophy, Political Science, or Sociology

1	3		
2	3		
3	3		

Advisor Approved Electives 3 Hours - Any courses student chooses

1.	3		
----	---	--	--

Minor – Every student in Criminal Justice must choose a minor)

Sociology Minor (If chosen) (Must have a C or better in each course)

SOC 201 Intro to Sociology*	3		
SOC 210 Social Problems*	3		
SOC 441 Social Theory	3		
SOC 1	3		
SOC 2	3		
SOC 3	3		
Total	18		

Criminal Justice majors take these courses as Required Support Courses. These must be replaced with other sociology electives

Required Minor (If chosen) Name

Course	Hours	Grade	Date
	3		
	3		
	3		
	3		
	3		
	3		
Total	18		

Criminal Justice Program Hours

Hours	Course
50	University Core Requirements
33	Criminal Justice Major Courses
18	Required Minor Courses
9	Required Support Courses
9	Required Support Electives
3	Advisor Approved Electives
122	TOTAL

DECISION ITEM A-2: Chattahoochee Valley Community College, Associate in Applied Science and Certificate in Applied Technology (CIP 15.0613)

### **EXECUTIVE SUMMARY**

**Reason for Action:** The Code of Alabama, 16-5-8 (c) states that the governing boards of public institutions of higher education in this state and the campuses under their governance or supervision shall not undertake the establishment of a new unit or program of instruction for academic credit with state funds before submitting plans for the new unit or program to the commission for its review, evaluation, and approval.

**Program Objective:** The proposed Applied Technology program will prepare graduates for employment in various technical career paths including industrial maintenance; sustainable construction; heating, ventilation, and air conditioning; and automotive manufacturing. Graduates will be prepared to work in a team-centered environment with demanding quality and safety standards. This program will also provide enhancement training for individuals seeking skill advancement in their current positions.

**Role:** Chattahoochee Valley Community College (CVC) is recognized as offering AAS and Certificate programs. The approval of this program will extend this instructional role to the academic subdivision grouping, "Engineering Technologies."

**Mode of Delivery:** According to institutional representatives, approximately 25 percent of the general education courses will be available on-line. Core courses within the proposed program may be offered in a hybrid format in the near future.

**Similar Programs:** Similar programs listed at CIP 15.0613 are located at the following institutions: Trenholm State Technical College (AAT); Calhoun State Community College (AAS); Wallace State Community College (Hanceville) (AAS); Gadsden State Community College (AAS); and Central Alabama Community College (AAS).

**Collaboration:** CVC will collaborate with other institutions in the Alabama two-year college system that offer options in the Applied Technology program. The Alabama Community College System has approved modularized Industrial Maintenance, Air Conditioning and Refrigeration, and Automotive Manufacturing courses that will be common to all Alabama two-year colleges offering these programs. Core courses will be taught in all program options and may be used to customize the program to area industry and community needs.

**Resources:** A total of \$432,060 in new funds will be needed for the program in the first five years, and a total of \$480,060 will be available through tuition and extramural funds.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposed Applied Technology program will have options in Industrial Maintenance, Sustainable Construction, Heating Ventilation and Air Conditioning, and Automotive Manufacturing that will prepare graduates for employment in various technical career paths.



DECISION ITEM A-2: Chattahoochee Valley Community College, Associate in Applied Science and Certificate in Applied Technology (CIP 15.0613)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science and Certificate in Applied Technology. The program will have options in Industrial Maintenance, Sustainable Construction, Air Conditioning and Refrigeration, and Automotive Manufacturing.

Consistent with Commission policy and operational definitions, the options will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

The program will have the implementation date and post-implementation conditions listed below.

Implementation Date: The proposed program will be implemented August 2011. Based on Commission policy, the proposed program must be implemented by June 10, 2013, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Pre-Implementation Condition:

That, prior to implementation, a list of the names and credentials of the faculty hired for the program be provided to the Commission staff.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years will be at least 11, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2012-13 through 2015-16 (four-year average) will be at least 23, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Chattahoochee Valley Community College (CVC) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must

present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2016.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Chattahoochee Valley Community College proposal, dated March 11, 2011. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

**Attachment 1**

INSTITUTION Chattahoochee Valley Community College

PROGRAM Associate in Applied Science and Certificate in Applied Technology

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
FACULTY	\$45,270	\$64,198	\$81,532	\$83,280	\$83,280	\$357,560
LIBRARY	\$500	\$500	\$500	\$500	\$500	\$2,500
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$50,000	\$7,000	\$5,000	\$5,000	\$5,000	\$72,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$95,770</b>	<b>\$71,698</b>	<b>\$87,032</b>	<b>\$88,780</b>	<b>\$88,780</b>	<b>\$432,060</b>

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$50,000	\$7,000	\$5,000	\$5,000	\$5,000	\$72,000
TUITION	\$47,214	\$71,370	\$95,976	\$95,976	\$97,524	\$408,060
<b>TOTAL</b>	<b>\$97,214</b>	<b>\$78,370</b>	<b>\$100,976</b>	<b>\$100,976</b>	<b>\$102,524</b>	<b>\$480,060</b>

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2011-12	2012-13	2013-14	2014-15	2015-16	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	12	18	24	24	24	20
NEW ENROLLMENT HEADCOUNT	12	10	10	11	10	11
						4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	14	21	26	30	23

## Attachment 2

### Summary of Background Information

Associate in Applied Science and Certificate in Applied Technology  
Chattahoochee Valley Community College

**Role:** Chattahoochee Valley Community College (CVC) is recognized as offering AAS and Certificate programs. The approval of this program will extend this instructional role to the academic subdivision grouping, "Engineering Technologies."

**Objectives:** The proposed Applied Technology program will prepare graduates for employment in various technical career paths including industrial maintenance; sustainable construction; heating, ventilation, and air conditioning; and automotive manufacturing. Graduates will be prepared to work in a team-centered environment with demanding quality and safety standards. This program will also provide enhancement training for individuals seeking skill advancement in their current positions.

The following are a few of the performance objectives for the Applied Technology core course requirements:

- Demonstrate proper safety precautions in various shop and industrial settings.
- Select, maintain, and properly use hand, portable, and power tools.
- Inspect for appropriate machine guarding, report when appropriate, and install machine guarding for given machinery.
- Demonstrate the steps involved in various emergency responses.
- Demonstrate the use of firefighting equipment and how to follow emergency procedures.
- Demonstrate knowledge of appropriate handling of parts and equipment.
- Use micrometers to perform precision measurements.
- Use various gauges to perform precision measurements.
- Perform precision measurements using various indicators.
- Explain and use basic print reading procedures.
- Use industry standards to identify and verify various compliance measures.
- Using precision measurement instruments in order to accurately sketch and describe the dimensions of a part.
- Describe the impact of quality on an organization's economic performance.
- Discuss effective teams.
- Collect valid and reliable data to plan for process improvement.
- Represent, analyze, and interpret data using various types of control charts.
- Represent, analyze, and interpret process data using a variety of quality tools.
- Determine process capability from data.
- Discuss concepts of lean manufacturing.

### Associate Degree Outcomes

Upon satisfactory completion of the AAS degree, a student at will have completed a core of courses that provide the following general educational skills:

- The student will write sentences and paragraphs in Standard English that are sequential, logical, and effectively organized.
- The student will read and comprehend materials written at different levels for a variety of purposes.
- The student will demonstrate effective oral communication skills using unity of thought and logical arrangement of ideas.
- The student will perform basic mathematical computations in the real number system.

- The student will demonstrate knowledge of basic computer skills through the use of hardware, software, and/or programming.
- The student will demonstrate critical thinking skills by processing, analyzing, and evaluating information.
- The student will demonstrate the ability to comprehend and apply the scientific method and concepts.
- The student will demonstrate the ability to articulate course knowledge and to validate course skills.

**Administration:** The program will be administered by Janet Ormond, Program Director.

**Curriculum:** The following new courses will be developed for the program:

ADM 100	Industrial Safety (3)
ADM 101	Precision Measurement (3)
ADM 102	Computer Aided Design (3)
ADM 103	Introduction to Computer Integrated Manufacturing/Materials & Processes (3)
ADM 104	Introduction to Thermal/Electrical Principles (3)
ADM 105	Fluid Systems (3)
ADM 106	Quality Control Concepts (3)
INT 107	DC Fundamentals (3)
INT 103	AC Fundamentals (3)
INT 113	Motor Controls I (3)
INT 117	Industrial Mechanics (3)
INT 253	Industrial Robotics (3)
INT 184	Intro to Programmable Logic Controllers (3)
INT 284	Advanced Programmable Logic Controllers (3)
INT 288	Applied Programmable Logic Controllers (3)
INT 134	Principles of Industrial Maintenance Welding and Metal Cutting Techniques (3)
REN 105	Renewable Technology Awareness (3)
REN 115	Photovoltaic Principles and Design (3)
REN 205	Solar Thermal Principles (3)
REN 215	Photovoltaic Systems Installation and Servicing Procedures (3)
BUC 133	Standard Building Codes (3)
BUC 210	Current Topics in Building Construction (3)
CAR 111	Construction Basics (3)
BUC 112	Construction Measurements and Calculations (3)
ACR 111	Principles of Refrigeration (3)
ACR 112	HVACR Service Procedures (3)
ACR 113	Refrigeration Piping Practices (3)
ACR 119	Fundamentals of Gas Heating Systems (3)
ACR 120	Fundamentals of Electric Heating Systems (3)
ACR 121	Principles of Electricity for HVACR (3)
ACR 148	Heat Pump Systems I (3)
ACR 183	Special Topics in Air Conditioning and Refrigeration (1)
AUT 210	Industrial Robotics (3)
AUT 211	Industrial Robotics Lab (2)
AUT 212	Robot Operation and Programming (3)

The proposed program will have options in Industrial Maintenance, Sustainable Construction, Air Conditioning and Refrigeration, and Automotive Manufacturing.

Industrial Maintenance Option:

Program Completion Requirements:

- Credit hours required in skills emphasis – 24 sh
- Credit hours in institutional general education or core curriculum – 21 sh
- Credit hours in free electives – 0 sh

- Credit hours in option - 27
- Total credit hours required for completion – 72 sh

Sustainable Construction Option:

Program Completion Requirements:

- Credit hours required in skills emphasis – 24
- Credit hours in institutional general education or core curriculum – 21
- Credit hours in required or free electives – 0
- Credit hours in option - 22
- Total credit hours required for completion - 67

Air Conditioning and Refrigeration Option:

Program Completion Requirements:

- Credit hours required in skills emphasis – 24
- Credit hours in institutional general education or core curriculum – 21
- Credit hours in required or free electives – 0
- Credit hours in option - 28
- Total credit hours required for completion – 73

Automotive Manufacturing Option:

Program Completion Requirements:

- Credit hours required in skills emphasis – 24
- Credit hours in institutional general education or core curriculum – 21
- Credit hours in required or free electives – 0
- Credit hours in option - 29
- Total credit hours required for completion – 74

**Accreditation and Certification:** Industrial maintenance does not have a national or state accrediting or certifying agency. The Association of Technology, Management, and Applied Engineering (ATMAE), sets standards for academic program accreditation, personal certification, and professional development for educators and industry professionals involved in integrating technology, leadership and design. After the first year, CVC will work with ATMAE to determine if the proposed program and the existing curriculum meet the standards of their organization.

The Alabama Industrial Development Training (AIDT) center has an industrial maintenance assessment program that will evaluate an individual's industrial maintenance skills to determine if they meet an employer's needs. CVC stated that the institution will work with AIDT to ensure graduates of the proposed program can meet the requirements of the industrial maintenance assessment.

Students pursuing the Heating, Ventilation, and Air Conditioning (HVAC) option will have an opportunity to prepare for and test for certification from the state of Alabama Board of Heating, Air Conditioning, and Refrigeration contractors. Students who choose the Sustainable Construction option will have an opportunity through course work to earn certifications from the U.S. Green Building Council, Leadership in Energy and Environmental Design (LEED), and the Building Performance Institute. CVC will seek certification by the National Center for Construction Education and Research (NCCER) after the proposed program is well established and when NCCER completes additional courses in the Green technologies.

**Licensure:** The proposal stated that to be employed as Heating, Refrigeration, and Air Conditioning technicians, individuals must be licensed by the State of Alabama Board of Heating, Air Conditioning, and Refrigeration Contractors. Passage of a licensure examination is not required for employment in Industrial Maintenance, Sustainable Construction, and Automotive Manufacturing.

**Collaboration:** According to the proposal, the Alabama Community College System has approved modularized industrial maintenance, air conditioning and refrigeration, and automotive manufacturing courses that will be common to all Alabama two-year colleges offering these programs. The core

courses will be taught in all program options and the common courses may be used to customize the program to area industry and community needs. CVC will collaborate with other two-year colleges in the Alabama two-year system offering any of the options in the proposed program.

**Distance Education:** According to institutional representatives, approximately 25 percent of the general education courses will be available on-line. Core courses within the proposed program may be offered in a hybrid format in the near future.

**Admission:** There will be no special criteria or screening processes to select students for the proposed program. CVC maintains an open door admissions policy that provides higher education for people who meet minimum admission requirements as set by the policies of the Alabama Community College System.

**Need:** The proposal states that east Alabama and the Chattahoochee Valley region are poised for significant job growth. The proposed Applied Technology program will help satisfy the need for multi-skilled workers in Alabama in an effective and efficient manner. Through a Base Realignment and Closure (BRAC) initiative, the Armor school mission from Fort. Knox, Kentucky will be moved to Fort Benning, GA, creating an estimated 17,000 civilian jobs.

To support the growth on Fort Benning, the Department of the Army is making a \$3.5 billion capital investment in construction over the years 2006 through 2016. Current projects under construction include a trainee barracks, an Armor School facility, 9 new dining facilities, an infantry basic training facility, and a new hospital. This growth will allow for 11,403 new jobs, 4,802 of which are in conjunction with the military construction industry. An \$858 million commitment was made to build and manage the entire post housing inventory.

According to the Bureau of Labor Statistics, U.S. Department of Labor Occupational Outlook Handbook, 2010-2011 Edition, workers in installation, maintenance, and repair occupations install new equipment and maintain and repair older equipment. These occupations are projected to add 440,200 jobs by 2018, growing by eight percent. More than one in three new jobs in this group will occur in the construction industry, because these workers are integral to the development of buildings, communication structures, transportation systems, and other types of infrastructure. As construction on these types of projects increases over the projection period, installation, maintenance, and repair workers will be needed in great numbers. Additionally, employment in construction is expected to rise 19 percent. Demand for commercial construction and an increase in road, bridge, and tunnel construction will account for the bulk of job growth.

**Student Demand:** The proposal stated that surveys were given to students at Smiths Station High School in Lee County, Central High School in Phenix City, and Russell County High School in Russell County. Of the 259 students surveyed, 69 students indicated a positive interest in pursuing the proposed program, and 102 students indicated that they were undecided if they wanted to pursue the program.

**Resources:**

**Faculty:** Faculty for the proposed program has not been hired at this time. CVC officials state that a search will be conducted once the program is approved. A pre-implementation condition has been placed in the staff recommendation that requires CVC to report the names and credentials of faculty hired for the program.

Current Faculty:

Primary Faculty / Full-time: 0    Part-time: 0  
Support Faculty/ Full-time: 0    Part-time: 0

Additional faculty to be employed to teach in the first five years:

Primary Faculty / Full-time: 1    Part-time: 2  
Support Faculty / Full-time: 0    Part-time: 0

**Support Staff:** The career technical division at CVC has division directors who report directly to the Dean of Workforce Development. The secretary to the Dean will assist with clerical needs for the proposed program.

**Equipment:** According to the proposal, the JobMaster training system has been purchased for use in the proposed applied technology program. The training system contains a learning management system as well as industry-standard components to be used for instruction. An additional \$60,000 will be needed to complete the purchase of JobMaster components to teach programmable logic control and to purchase additional standard equipment such as workbenches, vises, grinders, welding equipment and hand tools. Equipment for teaching robotics will be added as funding allows.

The equipment currently on campus for this program has been purchased with workforce development grant funds. Additional equipment for the sustainable construction program is currently being bid and will be funded with state energy sector partnership funds. This equipment will include such items as blower doors, thermal imaging equipment, video baroscopic, and air current tester.

**Facilities:** An existing, newly renovated building will be used to house the proposed program. The building has two classrooms and a shop area that will accommodate multiple programs with state-of-the-art features. The classrooms will be equipped with computers that are currently being used in other areas and will be transferred to this building when it opens.

**Library:** The Learning Resource Center at CVC has a collection of 40,840 printed books, and 19,000 e-books. Of the total collection, there are approximately 300 printed books and 500 e-books related to industrial maintenance, 50 printed books, and 1,000 e-books related to sustainable construction and renewable energy, 30 printed books, and 2,000 e-books related to air conditioning and refrigeration, and 100 e-books related to automotive manufacturing. Students have access to the e-books through the NetLibrary 24 hours a day and 7 days a week.

The Learning Resources Center also provides students with access to 58 online databases through the Alabama Virtual Library (AVL). Of the total number of databases, there are approximately 10 related to industrial maintenance, 15 related to sustainable construction and renewable energy, 10 related to air conditioning and refrigeration, and 5 related to automotive manufacturing. Students are able to access the AVL on campus and remotely.

**Program Budget:** CVC projects a total of \$432,060 in estimated new funds will be required to support the proposed program. A total of \$480,060 will be available through tuition and extramural funds.



**Attachment 3**

**CVC  
 Associate in Applied Science  
 Applied Technology  
 Industrial Maintenance**

**General Education Core Requirements:**

ENG 101 English Composition I	3
MTH 100 Intermediate College Algebra	3
SPH 107 Fundamentals of Public Speaking	3
WKO Workplace Skills Development	2
Humanities Elective	3
Social Science Elective	3
Natural Science or MTH Elective	3
Orientation to College	1
*CIS requirement is included in the Applied Technology Core	
<b>Total</b>	<b>21</b>

**Applied Technology Core Course Requirements**

ADM 100 Industrial Safety	3
ADM 101 Precision Measurement	3
ADM 102 Computer Aided Design	3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes	3
ADM 104 Introduction to Thermal/Electrical Principles	3
ADM 105 Fluid Systems	3
ADM 106 Quality Control Concepts	3
*CIS 146 Microcomputer Applications	3
<b>Total</b>	<b>24</b>

**Industrial Maintenance Course Requirements**

INT 101 DC Fundamentals	3
INT 103 AC Fundamentals	3
INT 113 Motor Controls 1	3
INT 117 Industrial Mechanics	3
INT 253 Industrial Robotics	3
INT 184 Intro to Programmable Logic Controllers	3
INT 284 Advanced Programmable Logic Controllers	3
INT 288 Applied Programmable Logic Controllers	3
INT 134 Principles of Industrial Maintenance Welding and Metal Cutting Techniques	3
<b>Total</b>	<b>27</b>
<b>Degree Total</b>	<b>72</b>

**Industrial Maintenance Long Certificate**

**General Education Core Requirements**

ENG 101 English Composition I	3
MTH 100 Intermediate College Algebra	3
SPH 107 Fundamentals of Public Speaking	3
*CIS requirement is included in the Applied Technology Core	
WKO Workplace Skills Development	2
Orientation to College	1
<b>Total</b>	<b>12</b>

**Applied Technology Core Course Requirements**

ADM 100 Industrial Safety	3
ADM 101 Precision Measurement	3
ADM 102 Computer Aided Design	3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes	3
ADM 104 Introduction to Thermal/Electrical Principles	3
ADM 105 Fluid Systems	3
ADM 106 Quality Control Concepts	3
*CIS 146 Microcomputer Applications	3
<b>Total</b>	<b>24</b>

**Industrial Maintenance Course Requirements**

INT 101 DC Fundamentals	3
INT 103 AC Fundamentals	3
INT 113 Motor Controls 1	3
INT 117 Industrial Mechanics	3
INT 253 Industrial Robotics	3
INT 184 Intro to Programmable Logic Controllers	3
INT 284 Advanced Programmable Logic Controllers	3
INT 288 Applied Programmable Logic Controllers	3
<b>Total</b>	<b>24</b>
<b>Certificate Total</b>	<b>60</b>

**Sustainable Construction/Renewable Energy Long Certificate**

**General Education Core Requirements**

ENG 101 English Composition I	3
MTH 100 Intermediate College Algebra	3
SPH 107 Fundamentals of Public Speaking	3
*CIS requirement is included in the Applied Technology Core	
WKO Workplace Skills Development	2
Orientation to College	1
<b>Total</b>	<b>12</b>

**Applied Technology Core Course Requirements**

ADM 100 Industrial Safety	3
ADM 101 Precision Measurement	3
ADM 102 Computer Aided Design	3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes	3
ADM 104 Introduction to Thermal/Electrical Principles	3
ADM 105 Fluid Systems	3
ADM 106 Quality Control Concepts	3
*CIS 146 Microcomputer Applications	3
<b>Total</b>	<b>24</b>

**Sustainable Construction/Renewable Energy Course Requirements**

REN 105 Renewable Technology Awareness	1
REN 115 Photovoltaic Principles and Design	3
REN 205 Solar Thermal Principles	3
REN 215 Photovoltaic Systems Installation and Servicing Procedures	3
BUC 133 Standard Building Codes	3
TBD Energy Efficient Construction	3
CAR 111 Construction Basics	3
BUC 112 Construction Measurements and Calculations	3
<b>Total</b>	<b>22</b>
<b>Certificate Total</b>	<b>58</b>

**Air Conditioning and Refrigeration**

**General Education Core Requirements:**

ENG 101 English Composition I	3
MTH 100 Intermediate College Algebra	3
SPH 107 Fundamentals of Public Speaking	3
WKO Workplace Skills Development	2
Humanities Elective	3
Social Science Elective	3
Natural Science or MTH Elective	3
Orientation to College	1
*CIS requirement is included in the Applied Technology Core	
<b>Total</b>	<b>21</b>

**Applied Technology Core Course Requirements**

ADM 100 Industrial Safety	3
ADM 101 Precision Measurement	3
ADM 102 Computer Aided Design	3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes	3
ADM 104 Introduction to Thermal/Electrical Principles	3
ADM 105 Fluid Systems	3
ADM 106 Quality Control Concepts	3
*CIS 146 Microcomputer Applications	3
<b>Total</b>	<b>24</b>

**Air Conditioning and Refrigeration Course Requirements**

INT 101 DC Fundamentals	3
INT 103 AC Fundamentals	3
ACR 111 Principles of Refrigeration	3
ACR 112 HVACR Service Procedures	3
ACR 113 Refrigeration Piping Practices	3
ACR 119 Fundamentals of Gas Heating Systems	3
ACR 120 Fundamentals of Electric Heating Systems	3
ACR 121 Principles of Electricity for HVACR	3
ACR 148 Heat Pump Systems I	3
ACR 183 Special Topics in Air Conditioning and Refrigeration	1
<b>Total</b>	<b>28</b>
<b>Degree Total</b>	<b>73</b>

**Air Conditioning and Refrigeration  
 Long Certificate**

**General Education Core Requirements**

ENG 101 English Composition I	3
MTH 100 Intermediate College Algebra	3
SPH 107 Fundamentals of Public Speaking	3
*CIS requirement is included in the Applied Technology Core	
WKO Workplace Skills Development	2
Orientation to College	1
<b>Total</b>	<b>12</b>

**Applied Technology Core Course Requirements**

ADM 100 Industrial Safety	3
ADM 101 Precision Measurement	3
ADM 102 Computer Aided Design	3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes	3
ADM 104 Introduction to Thermal/Electrical Principles	3
ADM 105 Fluid Systems	3
ADM 106 Quality Control Concepts	3
*CIS 146 Microcomputer Applications	3
<b>Total</b>	<b>24</b>

**Air Conditioning and Refrigeration Course Requirements**

ACR 111 Principles of Refrigeration	3
ACR 112 HVACR Service Procedures	3
ACR 113 Refrigeration Piping Practices	3
ACR 119 Fundamentals of Gas Heating Systems	3
ACR 120 Fundamentals of Electric Heating Systems	3
ACR 121 Principles of Electricity for HVACR	3
ACR 148 Heat Pump Systems I	3
ACR 183 Special Topics in Air Conditioning and Refrigeration	1
<b>Total</b>	<b>22</b>
<b>Certificate Total</b>	<b>58</b>

**Automotive Manufacturing  
 Associate of Applied Science Degree  
 Applied Technology**

**General Education Core Requirements**

ENG 101 English Composition I	3
MTH 100 Intermediate College Algebra	3
SPH 107 Fundamentals of Public Speaking	3
WKO Workplace Skills Development	2
Humanities Elective	3
Social Science Elective	3
Natural Science or MTH Elective	3
Orientation to College	1
*CIS requirement is included in the Applied Technology Core	
<b>Total</b>	<b>21</b>

**Applied Technology Core Course Requirements**

ADM 100 Industrial Safety	3
ADM 101 Precision Measurement	3
ADM 102 Computer Aided Design	3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes	3
ADM 104 Introduction to Thermal/Electrical Principles	3
ADM 105 Fluid Systems	3
ADM 106 Quality Control Concepts	3
*CIS 146 Microcomputer Applications	3
<b>Total</b>	<b>24</b>

**Automotive Manufacturing Course Requirements**

INT 101 DC Fundamentals	3
INT 103 AC Fundamentals	3
INT 117 Industrial Mechanics	3
INT 184 Intro to Programmable Logic Controllers	3
INT 284 Advanced Programmable Logic Controllers	3
INT 288 Applied Programmable Logic Controllers	3
AUT 210 Industrial Robotics	3
AUT 211 Industrial Robotics Lab	2
AUT 212 Robot Operation and Programming	3
INT 134 Principles of Industrial Maintenance Welding and Metal Cutting Techniques	3
<b>Total</b>	<b>29</b>
<b>Degree Total</b>	<b>74</b>

**Automotive Manufacturing  
 Long Certificate**

**General Education Core Requirements**

ENG 101 English Composition I	3
MTH 100 Intermediate College Algebra	3
SPH 107 Fundamentals of Public Speaking	3
*CIS requirement is included in the Applied Technology Core	
WKO Workplace Skills Development	2
Orientation to College	1
<b>Total</b>	<b>12</b>

**Applied Technology Core Course Requirements**

ADM 100 Industrial Safety	3
ADM 101 Precision Measurement	3
ADM 102 Computer Aided Design	3
ADM 103 Introduction to Computer Integrated Manufacturing/Materials & Processes	3
ADM 104 Introduction to Thermal/Electrical Principles	3
ADM 105 Fluid Systems	3
ADM 106 Quality Control Concepts	3
*CIS 146 Microcomputer Applications	3
<b>Total</b>	<b>24</b>

**Automotive Manufacturing Course Requirements**

INT 101 DC Fundamentals	3
INT 103 AC Fundamentals	3
INT 117 Industrial Mechanics	3
INT 184 Intro to Programmable Logic Controllers	3
INT 284 Advanced Programmable Logic Controllers	3
INT 288 Applied Programmable Logic Controllers	3
INT 253 Industrial Robotics	3
INT 134 Principles of Industrial Maintenance Welding and Metal Cutting Techniques	3
<b>Total</b>	<b>24</b>
<b>Certificate Total</b>	<b>60</b>

DECISION ITEM A-3: Ingram State Technical College, Associate in Applied Technology and Certificate in Heating & Air Conditioning Technology (CIP 47.0201)

### **EXECUTIVE SUMMARY**

**Reason for Action:** The Code of Alabama, 16-5-8 (c) states that the governing boards of public institutions of higher education in this state and the campuses under their governance or supervision shall not undertake the establishment of a new unit or program of instruction for academic credit with state funds before submitting plans for the new unit or program to the commission for its review, evaluation, and approval.

**Program Objective:** The goal of the proposed Heating & Air Conditioning Technology program is to provide accessible, quality educational opportunities that will provide individuals with the knowledge, technical skills, and aptitudes necessary to obtain entry-level employment in the heating and air conditioning professions.

**Role:** The proposed program is within the instructional role recognized for Ingram State Technical College (ING).

**Mode of Delivery:** ING has no intention to offer distance education because of security reasons due to the incarceration of students in the program.

**Similar Programs:** Drake State Technical College has a certificate and AAT program listed at CIP 47.0201 in the Commission's Academic Program Inventory. Wallace State Community College (Hanceville) and Southern Union State Community College have certificate programs listed at the same CIP code.

**Collaboration:** According to the proposal, ING's faculty often interacts with peers from across the state. The institution's faculty regularly attends curriculum committee meetings held by the Alabama Community College System to generate new curriculum ideas. Faculty at ING will participate in annual heating and air conditioning instructor professional development workshops held as part of the Alabama Community College Association annual professional development conferences.

**Resources:** A total of \$630,647.65 in estimated new funds will be needed for the program in the first five years. A total of \$630,647.65 will be available through internal reallocation.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposed program will be an elevation of a current short-term certificate program in Heating and Air Conditioning Technology located at ING.
2. Letters of support from local heating and air conditioning businesses show a need for technicians.
3. Projected job openings show a total of 924 openings in ING's service area and in the state by 2014.



DECISION ITEM A-3: Ingram State Technical College, Associate in Applied Technology and Certificate in Heating and Air Conditioning Technology (CIP 47.0201)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Technology and Certificate in Heating and Air Conditioning Technology with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2011. Based on Commission policy, the proposed program must be implemented by June 10, 2013 or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years will be at least 5, based on the proposal.
2. That the annual average number of graduates for the period 2013-14 through 2015-16 (three-year average) will be at least 13, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Ingram State Technical College (ING) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2016.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 10, 2011

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Ingram State Technical College proposal, dated March 11, 2011. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.

**Attachment 1**

INSTITUTION Ingram State Technical College

PROGRAM Associate in Applied Science and Certificate in Heating and Air Conditioning Technology

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
FACULTY	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$630,647.65</u>
LIBRARY	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
FACILITIES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EQUIPMENT	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
STAFF	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
OTHER	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$630,647.65</u>

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
INTERNAL REALLOCATIONS	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$630,647.65</u>
EXTRAMURAL	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TUITION	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$126,129.53</u>	<u>\$630,647.65</u>

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2011-12	2012-13	2013-14	2014-15	2015-16	
HEADCOUNT ENROLLMENT	<u>22</u>	<u>28</u>	<u>32</u>	<u>36</u>	<u>40</u>	<u>32</u>
NEW ENROLLMENT HEADCOUNT	<u>6</u>	<u>6</u>	<u>4</u>	<u>4</u>	<u>6</u>	<u>5</u>
						3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	<u>0</u>	<u>0</u>	<u>11</u>	<u>11</u>	<u>16</u>	<u>13</u>

## Attachment 2

### Summary of Background Information

Associate in Applied Technology in Heating and Air Conditioning Technology  
Ingram State Technical College

**Role:** The proposed program is within the instructional role recognized for Ingram State Technical College (ING).

**Objectives:** The goal of the proposed Heating & Air Conditioning Technology program is to provide accessible, quality educational opportunities that will provide individuals with the knowledge, technical skills, and aptitudes necessary to obtain entry-level employment in the heating and air conditioning professions.

**Administration:** The program will be administered by Charles Owenby, Program Instructor.

**Curriculum:** According to the proposal, 33 credit hours will be added to the existing short-term certificate program to create the Certificate and Associate degree program. The following new courses will be added:

COM100	Vocational Technical English I
COM101	English Composition I
COM102	English Composition II
DPT100	Vocational Technical Computers
PSY270	Business and Industry Psychology
MAH101	Vocational Technical Math
MAH103	Introduction to Technical Math
MAH104	Plane Trigonometry
MAH246	Mathematics of Finance
SPC106	Fundamentals of Oral Communication
PLH200	Ethics in the Workplace

Program Completion Requirements:

- Credit hours required in major (skill emphasis): 54
- Credit hours in institutional general education or core curriculum: 22
- Credit hours in required or free electives: 0
- Total credit hours required for completion: 76

Certificate Completion Requirements:

- Credit hours required in major (skill emphasis): 48
- Credit hours in institutional general education or core curriculum: 13
- Credit hours in required or free electives: 0
- Total credit hours required for completion: 61

**Licensure:** Licensure is not required for employment in the field of Heating and Air Conditioning Technology. However, within 2 years, ING will seek accreditation from the North American Technician Excellence HVAC/R (NATE) to further advance student credentials.

**Collaboration:** According to the proposal, ING's faculty often interacts with peers from across the state. The institution's faculty regularly attends curriculum committee meetings held by the Alabama Community College System to generate new curriculum ideas. Faculty at ING will participate in annual heating and air conditioning instructor professional development workshops held as part of the Alabama Community College Association annual professional development conferences.

**Distance Education:** ING has no intention to offer distance education because of security reasons due to the incarceration of students in the program.

**Admission:** ING officials state that to be eligible for admission into the proposed program, students must hold a high school diploma, an equivalent diploma, and/or a GED certificate issued by the appropriate state education agency. The student must have a completed application for admission on file, and official copies of transcripts verifying graduation from high school (or equivalent) must be on file. Additionally, satisfactory scores must be achieved on the Test of Adult Basic Education (TABE) computerized assessment instrument.

**Student Demand:** According to information submitted in the proposal, potential students who may enroll in the proposed program will come from area correctional facilities that encompass Montgomery, Elmore, and surrounding counties. A survey was distributed to a random sample of current and prospective students at Frank Lee Work Release Center; Draper Correctional Facility; Staton Correctional Facility; Elmore Correctional Facility; and Tutwiler Correctional Facility for Women. The survey found that there is a major interest in the proposed Heating and Air Conditioning Technology program.

**Need:** Letters of support from local heating and air conditioning businesses show a need for technicians. The need to offer the proposed program is not only supported by local industries, but is also due to the demand by students who seek training and credentials in Heating and Air Conditioning Technology. ING currently offers a short certificate program in heating and air conditioning. The certificate and AAT will add a strong general education component to provide an opportunity for those students who wish to advance their education to the next level or enhance their credentials for advancement within their profession.

Projected job openings show a total of 924 openings in ING's service area and in the state by 2014.

**Resources:**

**Faculty/Staff:**

Number of currently employed faculty who teach in the program:

Primary Faculty / Full-time: 1    Part-time: 0  
Support Faculty / Full-time: 0    Part-time: 0

Number of additional faculty who will be employed to teach in the program during the first five years:

Primary Faculty / Full-time: 0    Part-time: 1  
Support Faculty / Full-time: 0    Part-time: 0

**Equipment/Facilities:** According to the proposal, existing equipment will be used to support the proposed program. The existing facility that is used to house the heating and air conditioning short-certificate program is adequate to support the needs of the proposed program.

**Library:** The proposal noted ING's library holdings serve to meet the programs present needs.

**Program Budget:** A total of \$630,647.65 in estimated new funds will be needed for the program in the first five years. A total of \$630,647.65 will be available through internal reallocation.

**ATTACHMENT 3**

**ING**  
**Associate in Applied Technology in**  
**Heating and Air Conditioning Technology**

<b>Area I</b>	<b>English</b> ENG101 English Composition I ENG102 English Composition II	<b>6 credit hours</b>
<b>Area II</b>	<b>Humanities/Fine Arts</b> PLH200 Ethics in the Workplace	<b>3 credit hours</b>
<b>Area III</b>	<b>Natural Science/Math</b> MAH103 Introduction to Technical Math MAH104 Plane Trigonometry or higher MAH246 Mathematics of Finance	<b>9 credit hours</b>
<b>Area IV</b>	<b>Social/Behavioral Sciences</b> PSY270 Business and Industrial Psychology	<b>3 credit hours</b>
<b>Area V</b>	<b>Institutional Requirements</b> ORI101 Orientation to College	<b>1 credit hours</b>
<b>Total General Education Hours</b>		<b>22 credit hours</b>
<b>Area VI – Technical Core (listed below)</b>		<b>54 credit hours</b>
	<b>Course</b>	<b>credit hours</b>
	ASC111 Principles of Refrigeration	3
	ASC112 HVACR Service Procedures	3
	ASC113 Refrigeration Piping Practices	3
	ASC121 Principles of Electricity for HVACR	3
	ASC122 HVACR Electricity Circuits	3
	ASC123 HVACR Electricity Components	3
	ASC125 Fundamentals of Gas and Electrical Heating Systems	6
	ASC128 Heat Load Calculations	3
	ASC132 Residential Air Conditioning	3
	ASC135 Mechanical/Gas/Safety Codes	3
	ASC147 Refrigerant Transition and Recovery	3
	ASC152 Heat Pump Systems	6
	ASC209 Commercial Air Conditioning	3
	ASC210 Troubleshooting HVACR Systems	3
	ASC181 Special Topics	3
	ASC183 Special Topics	3
<b>Total hours for associate degree</b>		<b>76 credit hours</b>

**ING  
 Certificate in  
 Heating and Air Conditioning Technology**

<b>Area I</b>	<b>English</b> COM100 Vocational and Technical English I SPC106 Fundamentals of Oral Communication	<b>6 credit hours</b>
<b>Area III</b>	<b>Natural Science/Math</b> MAH101 Vocational Technical Math DPT100 Vocational Technical Computers	<b>6 credit hours</b>
<b>Area V</b>	<b>Institutional Requirements</b> ORI101 Orientation to College	<b>1 credit hours</b>
<b>Total General Education Hours</b>		<b>13 credit hours</b>
<b>Area VI – Technical Core (listed below)</b>		<b>48 credit hours</b>
	<b>Course</b>	<b>credit hours</b>
	ASC111 Principles of Refrigeration	3
	ASC113 Refrigeration Piping Practices	3
	ASC121 Principles of Electricity for HVACR	3
	ASC122 HVACR Electricity Circuits	3
	ASC123 HVACR Electricity Components	3
	ASC125 Fundamentals of Gas and Electrical Heating Systems	6
	ASC128 Heat Load Calculations	3
	ASC132 Residential Air Conditioning	3
	ASC135 Mechanical/Gas/Safety Codes	3
	ASC147 Refrigerant Transition and Recovery	3
	ASC152 Heat Pump Systems	6
	ASC209 Commercial Air Conditioning	3
	ASC210 Troubleshooting HVACR Systems	3
	ASC181 Special Topics	3
<b>Total hours for certificate of completion</b>		<b>61 credit hours</b>

DECISION ITEM A-4: Auburn University, Bachelor of Science in Natural Resources Management (CIP 03.0201)

### **EXECUTIVE SUMMARY**

**Reason for Action:** The Code of Alabama, 16-5-8 (c) states that the governing boards of public institutions of higher education in this state and the campuses under their governance or supervision shall not undertake the establishment of a new unit or program of instruction for academic credit with state funds before submitting plans for the new unit or program to the commission for its review, evaluation, and approval.

**Program Objective:** The proposed program will be interdisciplinary in nature and will provide students with an opportunity to develop skills in non-traditional areas of natural research management, thus improving their ability to meet the needs of a global economy and the changing needs of society.

**Role:** The program is within the instructional role recognized by the Commission for Auburn University (AU).

**Mode of Delivery:** The program will be delivered through traditional face-to-face instruction. There are no plans to develop distance delivery of the program at this time. According to the proposal, the program will require several hands-on, field-based laboratories that would make distance delivery impractical.

**Similar Programs:** There are no similar programs in the state of Alabama.

**Collaboration:** Since there are no similar programs available at other Alabama institutions, no type of program collaboration will be used.

**Resources:** The proposal stated that the program will cost \$455,000 over the first five years. A total of \$455,000 through internal reallocation and tuition will be available over that period.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposed interdisciplinary program will build on existing programs.
2. The program was developed in response to student interest and will provide an avenue for students to develop skills in non-traditional areas of natural resources management.
3. There are no similar programs in the state.
4. The program supports AU's land-grant mission.



DECISION ITEM A-4: Auburn University, Bachelor of Science in Natural Resources Management (CIP 03.0201)

Staff Presenter: Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Natural Resources Management with the implementation date and post-implementation conditions listed below.

Implementation Date: The proposed program will be implemented in August 2011. Based on Commission policy, the proposed program must be implemented by June 10, 2013, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, 2011-12 through 2015-16, will be at least 15, based on the proposal.
2. That the annual average number of graduates for the period 2012-13 through 2015-16 (four-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in entering graduate school.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Auburn University will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2016.

- Supporting Documentation:
1. New Academic Degree Program Proposal Summary, attached.
  2. Summary of Background Information, attached.
  3. Curriculum for Proposed Program, attached.
  4. Auburn University program proposal, received March 1, 2011. Available upon request.
  5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION Auburn University

PROGRAM Bachelor of Science in Natural Resources Management (CIP 03.0201)

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
FACULTY	\$0	\$94,500	\$94,500	\$94,500	\$94,500	\$378,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$6,000	\$8,500	\$12,500	\$20,000	\$30,000	\$77,000
TOTAL	\$6,000	\$103,000	\$107,000	\$114,500	\$124,500	\$455,000

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
INTERNAL REALLOCATIONS	\$6,000	\$79,400	\$83,400	\$90,900	\$100,900	\$360,600
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$0	\$23,600	\$23,600	\$23,600	\$23,600	\$94,400
TOTAL	\$6,000	\$103,000	\$107,000	\$114,500	\$124,500	\$455,000

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2011-12	2012-13	2013-14	2014-15	2015-16	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	15	30	40	45	50	36
NEW ENROLLMENT HEADCOUNT	15	15	15	15	15	15
DEGREE COMPLETION PROJECTIONS	0	6	10	12	12	10

## Attachment 2

### Summary of Background Information

Bachelor of Science in Natural Resources Management  
Auburn University

**Role:** The program is within the instructional role recognized by the Commission for Auburn University (AU).

**Objectives:** The proposed program will be interdisciplinary in nature and will provide students with an opportunity to develop skills in non-traditional areas of natural resource management, thus improving their ability to meet the needs of a global economy and the changing needs of society. The program will be in line with AU's land grant mission and tradition of programs related to natural resources management. The program will have the following objectives;

- a. Students will gain an understanding of the complexities involved in the management of natural resources and an appreciation of the multitude of underlying disciplines within the field.
- b. Students will develop a practical application of state-of-the-art technology used in natural resource management, such as remote sensing, GPS, water monitoring and wildlife telemetry.
- c. Students will attain a broad perspective of both the societal and political dynamics as they affect natural resource policy.
- d. Students will gain an appreciation for the complexities and tools used to conserve, protect, and manage these diverse ecosystems, including a broad perspective of what is needed to appreciate and manipulate the flora and fauna in terrestrial communities.
- e. Students will develop the knowledge necessary to compete in the broad natural resources workforce.

**Assessment of Objectives:** According to the proposal, the learning objectives will be evaluated using a comprehensive entry/exit exam developed from core courses within the curriculum. Instructors of each of these classes will submit a set of questions pertaining to each of their individual course learning objectives. Each course learning objective will be classified under one (or more) of the curriculum learning objectives. Individual cohorts of students will be tracked over time to determine strengths and weaknesses within individual courses and the curriculum as a whole with regard to building student understanding of the core learning objectives. As weaknesses are identified, the faculty will gather to discuss alternatives for better presenting concepts within individual courses or how to facilitate the building of a better foundation for the accumulation of key concepts across multiple related courses.

Similar to other curricula within the School of Forestry and Wildlife Sciences (SFWS), a one-year post graduation alumni survey will be distributed to determine post-graduation status. Employer feedback through the SFWS advisory council (education committee) will also be solicited. In addition to current status (employed within field of study, admission to graduate program, etc.), program administrators will solicit input from graduates and employers related to modifications needed for the curriculum.

**Administration:** The program will be administered by the School of Forestry and Wildlife Sciences, Dr. James Shepard, dean, and the associate dean for education, Dr. Greg Somers, chair.

**Review of Proposal by Persons External to Institution:**

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the university chief academic officers. Two responded to the full proposal and had no concerns or objections regarding the proposal. One respondent noted that the program was well-suited to AU's mission.

**Accreditation:** There is no appropriate programmatic accreditation for the proposed program.

**Curriculum:** The program will require completion of 120 semester hours.

Credit hours required in the major:	31-33 semester hours
Credit hours required in a minor:	15-18
Credit hours in general education core:	42
Required supporting coursework:	18
Free electives:	9-14
Total:	120

Students will be required to complete a minor in a field approved in consultation with their advisor and the host department. Because of the interdisciplinary nature of the program curriculum, several courses are required from outside the host department.

The following new courses will be developed for the program:

FOWS 2020 Natural Resources Sampling Techniques	3 semester hours
FOWS 5220 Landscape Ecology	3 (revision of an existing course)

**Collaboration:** There are no similar programs available at other Alabama institutions; therefore, no type of program collaboration will be used.

**Distance Education:** There are no plans to develop distance delivery of the program at this time. According to the proposal, the program will require several hands on, field based laboratories that would make distance delivery impractical.

**Admissions:** Students in good standing at AU will be eligible for admission into the program.

**Need:** There are no current programs in the state in this area. The proposed program will enable the AU's School of Forestry and Wildlife Sciences to respond to the changing needs of students and external constituents by enlarging the scope of AU's existing programs in the area. Related to its interdisciplinary nature, it will provide students with a better understanding of the interdependency of natural resources and the challenges of ensuring sustainable natural systems for future generations.

The program has been developed in response to a demand for professionals who have a mix of both forestry and wildlife technical area, along with a better understanding of the intricacies of how to manage these natural resources. Possible occupations for graduates include: hydrologist; teacher; biological scientist; recreation worker; natural sciences manager; geoscientist; urban/regional planner; soil and plant scientist; environmental scientist; and forest and conservation worker. AU officials projected that there would be an average of twenty jobs locally and 144 jobs statewide over the first five years. Nationally, an average of nearly 12,000 jobs is anticipated over the first five years. AU officials used the website, [www.occsupplydemand.org](http://www.occsupplydemand.org) (the National Occupational Supply Demand Consortium) and data from the US Bureau of Labor Statistics, *Occupational Outlook Handbook*, to assemble employment projections.

**Student Demand:** The program is expected to increase the diversity of the student body by attracting students who do not currently view Forestry or Wildlife Sciences as program options. Both of the existing programs have strong and stable enrollment and completions. However, according to AU student services, ten to twelve students per year express interest in an interdisciplinary program similar to the one proposed.

To project student demand, AU contacted representatives of similar programs at three southeastern institutions, Louisiana State University, Virginia Polytechnic Institute and State University (Virginia Tech), and North Carolina State University. Enrollment in similar programs at these institutions ranged from 67-85 students and the number of students graduating ranged from 10-25 per year.

Program officials also consulted the report, "Undergraduate Enrollment Trends in Natural Resources at NAUFRP Institutions: An Update." The report, presented at the 8<sup>th</sup> Biennial Conference on University Education in Natural Resources in March 2010, provided composite data on enrollment patterns over the period 1980-2009.

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—

Full-time: 13

Part-time: 0

Current Support Faculty—

Full-time: 0

Part-time: 0

Additional faculty to be hired:

Primary Faculty—

Full-time: 1

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

There will be one new faculty member hired for an existing position. The person hired will likely have a background in the natural resources area, especially in the area of landscape ecology.

**Support Staff:** A part-time academic adviser will be added to assist with advertising the new program and to assist in advising students in the program. Other staff support is adequate for the program.

**Equipment:** No additional equipment is needed.

**Facilities:** No additional facilities are needed.

**Library:** The proposal contained a detailed analysis of library resources related to the proposed program. The analysis stated that the AU library is well supplied with largely electronic serials that support an undergraduate degree. Book funds are adequate and document delivery services are available to undergraduates. Abstracting/indexing services appropriate to the field are especially strong. Journal collections for areas such as ecology, business management, engineering, forestry, and sociology are already in place. Current resources are sufficient to support the proposed program

**Program Budget:** The proposal stated that the program will cost \$455,000 over the first five years. A total of \$455,000 through internal reallocation and tuition will be available over that period.

**Attachment 3**

**Curriculum  
 Bachelor of Science in Natural Resources Management  
 120 Semester Hours**

Freshman Year Fall	Hrs	Freshman Year Spring	Hrs
ENGL 1100 English Comp I	3	ENGL 1120 English Comp II	3
BIOL 1020 Principles of Biology	4	BIOL 1030 Organismal Biology	4
BIOL 1021 Principles of Bio Lab	0	BIOL 1031 Organismal Bio Lab	0
CORE HIST History Core	3	CORE HIST History Core	3
MATH 1610 Calculus I	4	FOWS 2020 Nat Res Sampling	3
FOWS 1010 Intro Renew Nat Res	<u>1</u>	CORE SOC Social Science I Core	<u>3</u>
	15		16
Sophomore Year Fall		Sophomore Year Spring	
CHEM 1010 Survey Chem I	3	CHEM 1020 Survey Chem II	3
CHEM 1011 Survey Chem I Lab	1	CHEM 1021 Survey Chem II Lab	1
FOWS 2010 Interpret of Nat Res	3	AGRN 2040 Basic Soil Science	4
BIOL 3060 Ecology	4	ECON 2020 Microeconomics	3
CORE PHIL Philosophy Core	<u>3</u>	CORE FINE Fine Arts Core	<u>3</u>
	14		14
Junior Year Fall		Junior Year Spring	
ENGL 2200 World Literature I	3	ENGL 2210 World Literature II	3
STAT Restricted Statistics Elective	3	ECON Restricted Econ Elective	3
MANG Restricted Mgt Elective	3-4	FOR Y 5480 GIS Database	
		Design and Analysis	2
FOR Y 5470 GIS Appl in Nat Res	2	WILD 5400 Wildlife Science Probl	2
Elect Minor	3	Elect Minor	3
Free Elective	<u>1-2</u>	FREE Minor or Free Elective	<u>3</u>
	16		16
Senior Year Fall		Senior Year Spring	
FOR Y 5310 Environmental Ethics	3	FOWS 5320 Environmental Serv	3
Elect Minor	3	Restricted Landscape Elective	3
Elect Minor	3	FOWS 5270 Nat Res Phil & Policy	3
Free Elective	<u>6</u>	Elect Minor	3
	15	Free Elective	<u>2</u>
			14

**Total Semester Hours: 120**

Restricted Statistics Elective:

STAT 2010 Statistics for Social and Behavioral Sciences	3 semester hours
STAT 2510 Statistics for Biological and Health Sciences	3

Restricted Economics Elective:

AGEC 4120 Environmental and Natural Resources Econ	3
FOR Y 4500 Natural Resource Law and Economics	3
FOWS 5880 Ecological Economics	3

Restricted Management Elective:

FOR Y 5230 Silviculture	4
FOR Y 5250 Wetland Ecology and Management	3
WILD 3280 Principles of Wildlife Management	3

Restricted Landscape Elective:

FOR Y 5220 Landscape Ecology	3
FOR Y 5240 Watershed Management	3

DECISION ITEM A-5: The University of Alabama in Huntsville, Bachelor of Fine Arts in Art (CIP 50.0701)

### **EXECUTIVE SUMMARY**

**Reason for Action:** The Code of Alabama, 16-5-8 (c) states that the governing boards of public institutions of higher education in this state and the campuses under their governance or supervision shall not undertake the establishment of a new unit or program of instruction for academic credit with state funds before submitting plans for the new unit or program to the commission for its review, evaluation, and approval.

**Program Objective:** The Bachelor of Fine Arts (BFA) degree is the primary professional degree in studio art. The goals of such programs are to develop the skills, concepts, and professional practices to pursue a career as an artist. It is also the preferred degree for students who plan to go on for a Master of Fine Arts (MFA) degree. Successful candidates for the BFA must exhibit an understanding of the conceptual underpinnings of their work, technical competence, the ability to express themselves in writing and speech, a broad knowledge of art and art history, and insight into the role of art and design in a global culture.

**Role:** The program is within the instructional role recognized by the Commission for the University of Alabama in Huntsville (UAH).

**Mode of Delivery:** The program will be delivered primarily through traditional means. UAH instructors currently make use of an online course management system and the Madison Digital Image Database. The latter gives password-protected remote access to all images shown in art history classes. In the future, lower-level art history courses may be made available through distance modalities.

**Similar Programs:** Existing BFA programs are at the following institutions: Auburn University (Fine Arts, CIP 50.0702); Jacksonville State University (Art, CIP 50.0701); Troy University (Fine Arts, CIP 50.0701); the University of Alabama (Studio Art, CIP 50.0702); the University of Alabama at Birmingham (Art, CIP 50.0701); the University of Montevallo (Art, CIP 50.0701); the University of North Alabama (Art, CIP 50.0701); and the University of South Alabama (Art, CIP 50.0701). The nearest BFA program is at the University of North Alabama, over seventy miles away.

**Collaboration:** Currently UAH has a Visiting Students Program with Alabama A&M University (AAM). Students at the two institutions can take courses in the other's department. AAM offers a few studio courses that UAH does not, including ceramics. UAH will continue this collaboration with the new program offering. Some of the new courses will likely be of interest to AAM students.

**Resources:** The proposal stated that the program will not require new resources over the first five years. A total of \$942,426 in tuition will be available over that period.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposed program will build on an existing highly successful Bachelor of Arts in Studio Art.
2. The program will use existing resources, including recently renovated facilities.
3. UAH already has accreditation by the National Association of Schools of Art and Design (NASAD), and the proposed program is in line with NASAD requirements.

DECISION ITEM A-5: The University of Alabama in Huntsville, Bachelor of Fine Arts in Art (CIP 50.0701)

Staff Presenter: Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed Bachelor of Fine Arts in Art with the implementation date and post-implementation conditions listed below.

Implementation Date: The proposed program will be implemented in August 2011. Based on Commission policy, the proposed program must be implemented by June 10, 2013, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, 2011-12 through 2015-16, will be at least 8, based on the proposal.
2. That the annual average number of graduates for the period 2012-13 through 2015-16 (four-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in entering graduate programs.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

The University of Alabama in Huntsville will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2016.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Alabama in Huntsville program proposal, received December 21, 2010. Available upon request.



5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION The University of Alabama in Huntsville  
 PROGRAM Bachelor of Fine Arts in Art (CIP 50.0701)

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$133,304	\$151,646	\$184,972	\$214,164	\$258,340	\$942,426
TOTAL	\$133,304	\$151,646	\$184,972	\$214,164	\$258,340	\$942,426

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2011-12	2012-13	2013-14	2014-15	2015-16	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	20	23	28	33	40	29
NEW ENROLLMENT HEADCOUNT	20	3	5	5	7	8 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	5	7	8	10	8

**Attachment 2**

**Summary of Background Information**

Bachelor of Fine Arts (BFA) in Art  
The University of Alabama in Huntsville

**Role:** The program is within the instructional role recognized by the Commission for the University of Alabama in Huntsville (UAH).

**Objectives:** The Bachelor of Fine Arts (BFA) degree is the primary professional degree in studio art. The goals of such programs are to develop the skills, concepts, and professional practices to pursue a career as an artist. It is also the preferred degree for students who plan to go on for a Master of Fine Arts (MFA) degree. Successful candidates for the BFA must exhibit an understanding of the conceptual underpinnings of their work, technical competence, the ability to express themselves in writing and speech, a broad knowledge of art and art history, and insight into the role of art and design in a global culture.

In contrast to the existing Bachelor of Arts (BA) program, the BFA will better prepare art students for graduate school and careers in publishing, website design, advertising, television, medical imaging, museums, galleries, public art, arts administration, set design, libraries, and teaching, among others. According to the proposal, the BFA is a standard program in a department of UAH's size and caliber. UAH is the only National Association of Schools of Art and Design (NASAD) accredited program in Alabama that does not offer this degree. UAH seeks to better serve the students in its department who are serious about careers in the arts and this goal can be accomplished by offering a BFA.

**Program Review and Assessment:** Unit profiles submitted annually by the department that will house the program include information on assessment, unit improvements based on assessment, program outcomes, program results of assessment, program improvements based on assessment, learning outcomes, results of learning outcomes assessment, and improvements based on learning outcomes assessment. Annual assessments are also filled out for accreditation purposes. In addition, there is a major program review for accreditation every five years, including a site visit by an outside evaluation team.

**Administration:** The program will be administered by the College of Liberal Arts, Mr. Glenn T. Dasher, dean, and the Department of Art and Art History, Dr. Lillian B. Joyce, chair.

**Review of Proposal by Persons External to Institution:**

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were circulated to the chief academic officers. No comments were received.

**Accreditation:** The UAH Department of Art and Art History has been accredited by the National Association for Schools of Art and Design (NASAD) since 2004. UAH is the only institution in the state with this accreditation that does not have a BFA degree program.

**Curriculum:** The curriculum has been designed to be in compliance with NASAD accreditation standards. To meet these requirements, the courses in the discipline must comprise 65 percent of the total credit hours to graduating, which is 84 semester hours or 28 three-hour courses.

The program will require completion of 128 semester hours.

General education courses or core curriculum:	44 semester hours
Major courses:	84
Credit hours in a minor:	0
Credit hours in required or free electives	<u>0</u>
Total:	128

The following new courses will be developed for the program:

ARS 357/457	Documentary Photography	3 semester hours
ARS 360	Figure Drawing (a course change from Advanced Drawing which will become a requirement for all BFA students)	3
ARS 460	Conceptual Drawing	3
ARS 390/490	Cross-Disciplinary Studio	3
ARS 499	Professional Practices	3

Other requirements for program completion: In the existing BA in Art, students must have a senior show if they are in the fine arts and a portfolio review if they are in graphic design. This requirement does not carry any credit hours. In the proposed program leading to the BFA, all students will be required to take a three-hour course, ARS 499, Professional Practices. In this course, students will learn essential writing skills for studio artists/designers (such as résumé, artist statements, exhibition proposals, grant writing, and publicity). They will also learn how to research opportunities in the arts, such as exhibitions and juried competitions, residencies, and gallery presentation. The course will also provide instruction on documenting their work, identifying specific career paths, and exploring their role as artists in the current global environment. The course will culminate in a thesis exhibition as well as the creation of a portfolio for employment or graduate studies.

**Collaboration:** Currently UAH has a Visiting Students Program with Alabama A&M University (AAM). Students at the two institutions can take courses in the other's department. AAM offers a few studio courses that UAH does not, including ceramics. UAH will continue this collaboration with the new program offering. Some of the new courses will likely be of interest to AAM students.

**Distance Education:** UAH instructors currently make use of an online course management system and the Madison Digital Image Database. The latter gives password-protected remote access to all images shown in art history class. In the future, lower-level art history courses may be made available through distance modalities.

**Admissions:** Students will be able to apply for the proposed program when they are rising juniors. They already will have taken the foundation and introductory courses common to both the existing BA in Art and the proposed BFA program. The primary means of evaluation will be portfolio review by the faculty. The student will also be required to have a 2.75 average in the major. If unsuccessful in the first attempt to enter the BFA program, a student may apply for a second time after the completion of an additional semester. No third attempts will be permitted, and the student will complete the degree requirements for the BA program if not selected for the BFA program.

**Need:** Existing BFA programs are at the following institutions: Auburn University (Fine Arts, CIP 50.0702); Jacksonville State University (Art, CIP 50.0701); Troy University (Fine Arts, CIP 50.0701); the University of Alabama (Studio Art, CIP 50.0702); the University of Alabama at Birmingham (Art, CIP 50.0701); the University of Montevallo (Art, CIP 50.0701); the University of North Alabama (Art, CIP 50.0701); and the University of South Alabama (Art, CIP 50.0701). The nearest BFA program is at the University of North Alabama, over seventy miles away.

The proposed program is intended to serve students in the Huntsville metropolitan area and should not detract from the UNA program, according to the proposal. An assessment of students enrolled in the program in March 2009 revealed that 79 percent live in Madison County, UAH's home county. According to the US Census Bureau's statistics for 2006, Madison County had approximately 305,000 residents and continues to grow. Huntsville has a rapidly developing arts community with the revitalization of two former textile mills, which house artists' studios and host numerous art exhibitions. The Huntsville Museum Art is currently undergoing an 18,000 square foot expansion. Huntsville also has a wide variety of theatrical events, all of which require the support of visual artists and designers.

According to the proposal, artists do not often have obvious employment opportunities. Many artists work as independent artists, while others may work in publishing, website design, advertising,

television, medical imaging, 3-D fabrication, animation, illustration, arts outreach, art therapy, museums, galleries, public art, arts administration, set design, libraries, and teaching. The program will provide the opportunity to prepare for those fields, as well as preparation for graduate school.

UAH provided specific information regarding job opportunities for graphic artists. According to the proposal, there are approximately 100 companies that could use graphic designers with the proposed BFA degree. Graphic designers may work in print media, web development, animation, graphics for simulations, and environmental graphics. The proposal provided projections of 20 replacement jobs and 26 new positions in the local area over a five year period.

**Student Demand:** UAH has an existing BA program in Studio Art listed in the Academic Program Inventory. The proposal stated that the existing program has grown considerably over the last decade. The program has gone from 11 completions in 1999 to 24 in 2009. According to program officials, there are at least 170 students enrolled in the program. Many UAH art students already take extra studio classes beyond those required for the current BA program. Several graduates have gone on to Master of Fine Arts programs.

UAH surveyed students currently enrolled in the existing BA program and received 72 responses. Over eighty percent (a total of sixty students) said that they would like to apply for the new program. In a survey of alumni, which received 39 responses, 66 percent would have chosen the BFA curriculum if it had been available. Of the alumni respondents, 82 percent took art courses beyond those required for the BA program.

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—

Full-time: 9  
Part-time: 1

Current Support Faculty—

Full-time: 0  
Part-time: 0

No additional faculty will be hired.

**Support Staff:** No additional support staff will be hired.

**Equipment:** No additional equipment is needed.

**Facilities:** No additional facilities are needed. In January 2010, Wilson Hall became the location for studio and art history activities. The renovated facility had been specifically tailored to suit these activities, and it doubled the square footage of the previous facility and added another gallery space. Wilson Hall conforms to the space, safety, and equipment needs of the proposed programs as stated by the accrediting agency.

**Library:** The proposal contained data concerning available library holdings related to art. The UAH library has over 9,000 related volumes, in addition to serials and database titles. The UAH Humanities Center has an endowment for a library enhancement grant. Faculty members have submitted several successful grant proposals over the last ten years and will continue to do so as need arises. In the area of art history, UAH has a second endowed fund especially for the purchase of books in art history and archaeology.

**Program Budget:** The proposal stated that the program will not require new resources over the first five years. A total of \$942,426 in tuition will be available over that period.

**Attachment 3**

**Curriculum  
 Bachelor of Fine Arts in Art  
 128 Semester Hours**

Illustrative Plan for Painting/Drawing Students:

<u>FALL</u>	<u>Sem Hrs</u>	<u>SPRING</u>	<u>Sem Hrs</u>
<b>Year 1</b>			
English 101	3	English 102	3
History 101 or 103	3	History 102 or 104	3
ARS 123 Two Dimensional. Design & Color Theory	3	Social Science	3
ARS 160 Intro to Drawing	3	ARS 260 Intermed. Drawing	3
Math	3	ARS 270 Intro to Painting	3
<b>Year 2</b>			
English 200 Level	3	English 200 Level	3
Foreign Language 101	3	Natural Science	4
ARS 360 Adv Drawing: Figure	3	ARH 100 Art History Survey: Ancient to Medieval	3
ARH 101 Art History: Renaissance to Modern	3	ARH 309 Contemporary Art and Issues	3
ARS 140 Three Dimens. Design	3	ARS 250 Intro to Photography	3
ARS 375 Painting: Trad. Approaches	3	ARS 376 Painting: Contemp.	3
<b>Portfolio Review</b>			
<b>Year 3</b>			
Social Science	3	Social Science	3
ARH 3XX Art History (group B)	3	ARS 476 Adv. Painting: Contemporary Approaches	3
ARS 280 Intro to Printmaking	3	ARH 103 Art History: Non-Western Trad.	3
ARS 3/4XX	3	ARS 390 Cross-Disciplinary Studio	3
ARS 377 Painting: Mixed Media	3	ARH 3XX (Group A)	3
ARS 475 Adv. Painting:	3		
<b>Year 4</b>			
Social Science	3	ARS 460 Conceptual Drawing	3
ARS 230 Intro to Graphic Design	3	ARS 490 Cross-Disciplinary Studio	3
ARS 477 Adv. Painting: Mixed Media	3	ARS 3/4XX	3
ARH 3XX	3	ARS 499 Exit Show	3
Natural Science	4		

DECISION ITEM A-6: The University of Montevallo, Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies (CIP 30.9999)

### **EXECUTIVE SUMMARY**

**Reason for Action:** The Code of Alabama, 16-5-8 (c) states that the governing boards of public institutions of higher education in this state and the campuses under their governance or supervision shall not undertake the establishment of a new unit or program of instruction for academic credit with state funds before submitting plans for the new unit or program to the commission for its review, evaluation, and approval.

**Program Objective:** To provide an interdisciplinary major program that will allow qualified students to work collaboratively and creatively with a faculty mentor to design and implement an approved individualized plan of study with a capstone experience.

**Role:** The University of Montevallo (UM) is approved to offer academic programs at the baccalaureate level. Approval of this program will extend UM's role to the academic subdivision, "Liberal Arts and Multi/Interdisciplinary Studies."

**Mode of Delivery:** The program will be made up of existing courses. It is possible that some online and/or blended courses could be part of the program, depending on the curriculum plan, especially during the summer and in the evenings.

**Similar Programs:** Several institutions in the state have programs at the baccalaureate level that use an interdisciplinary or general studies model. These programs are tailored to fit the offerings of the institution and the interests of the student.

**Collaboration:** No collaboration is anticipated at this time. Because of the individualized nature of the program, it is most appropriately managed within UM, according to the proposal.

**Resources:** The proposal stated that the program will not require any new resources. A total of \$190,872 in tuition is expected to be generated by the program over that period.

**Public Review:** The program was posted on the Commission website from March 16 until April 5 (twenty days) for public review and comments. No comments were received.

#### **Rationale for Staff Recommendation:**

1. The proposed program will use existing resources to offer an interdisciplinary program in line with the University of Montevallo's mission as a liberal arts university.
2. UM provided survey evidence of student demand for the program.

DECISION ITEM A-6: The University of Montevallo, Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies (CIP 30.9999)

Staff Presenter: Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies with the implementation date and post-implementation conditions listed below.

Implementation Date: The proposed program will be implemented in August 2011. Based on Commission policy, the proposed program must be implemented by June 10, 2013, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, 2011-12 through 2015-16, will be at least 8, based on the proposal.
2. That the annual average number of graduates for the period 2013-14 through 2015-16 (three-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in being accepted to graduate programs.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

The University of Montevallo will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2016.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Montevallo program proposal, received March 11, 2011. Available upon request.



5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

**Attachment 1**

**NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY**

INSTITUTION University of Montevallo

PROGRAM Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies (CIP 30.9999)

**ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$11,568	\$28,920	\$40,488	\$52,056	\$57,840	\$190,872
TOTAL	\$11,568	\$28,920	\$40,488	\$52,056	\$57,840	\$190,872

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2011-12	2012-13	2013-14	2014-15	2015-16	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	4	10	14	18	20	13
NEW ENROLLMENT HEADCOUNT	4	6	8	10	12	8 3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	6	8	10	8

## Attachment 2

### Summary of Background Information

Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies  
The University of Montevallo

**Role:** The University of Montevallo (UM) is approved to offer academic programs at the baccalaureate level. Approval of this program will extend UM's role to the academic subdivision, "Liberal Arts and Multi/Interdisciplinary Studies."

**Objectives:** The program will have the following program outcomes:

- To provide an interdisciplinary major program that will allow qualified students to work collaboratively and creatively with a faculty mentor to design and implement an approved individualized plan of study with a capstone experience.
- To enhance and expand current interdisciplinary efforts (e.g., courses, minors) by providing a major for students to pursue more formal study in the liberal arts.
- To facilitate--beyond studies in the core and in the major--achievement of important liberal education outcomes: intellectual and practical skill (e.g. inquiry and analysis; critical and creative thinking; and written and oral communication), personal and social responsibility (e.g. foundations and skills for lifelong learning), and integrative and applied learning (e.g. synthesis and advanced accomplishment across general and specialized studies).

Student Learning Outcomes:

- Use the perspectives of two or more disciplines to analyze a contemporary issue or problem.
- Create original, compelling arguments that integrate ideas, theoretical concepts, and research perspectives from two or more disciplines.
- Provide a creative solution to an issue or problem using the combined tools of two or more disciplines.
- Analyze and communicate the impact of this interdisciplinary major on potential and/or anticipated careers, professions, and/or future academic opportunities.

The general Student Learning Outcomes will be assessed through the UM Unit Planning and Assessment Process, as are all program level Student Learning Outcomes. Data collected will include assessment of approved individual programs of study, and assessment of the general Student Learning Outcomes through the capstone experience, as the students complete the program.

Program specific Student Learning Outcomes will be assessed by the faculty mentor(s) through the capstone experience, as each student completes the program.

Program review will also include annual student surveys, annual faculty mentor surveys, enrollment/retention data, and capstone course evaluations.

Follow-up assessment will include annual alumni and employer surveys, employment data, and graduate program data.

**Administration:** The program chairperson will be Dr. Kathy King, advisor to the provost for Faculty Development and Collaboration and chair of the Interdisciplinary Studies Degree Oversight Committee.

**Review of Proposal by Persons External to Institution:**

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were distributed to the chief academic officers for review. Four institutions provided comments on the NISP. Two members of the CAO provided comments on the proposal itself. One respondent from an institution having a similar program commented that the new program was not expected to impact respondent's existing program, since "these programs depend on the range of courses available at each institution." The respondent went on to say that "each program should attract a different set of students."

**Accreditation:** There is no programmatic accreditation available for this program.

**Curriculum:** The program will allow students to combine existing coursework and engage in more formal and advanced work in the liberal arts, as well as design an avenue leading to additional graduate study and more meaningful employment. The proposal gives the example of an interdisciplinary plan of study that would combine political science and biology, along with an environmental studies minor. Such a plan of study would prepare a graduate for further study in environmental law.

The program will require the completion of 130 semester hours.

General education:	60 semester hours
Major:	36
Required/free electives and/or minor:	34
Total:	130

One new course will be developed for the program:

Interdisciplinary Major Capstone Course	3 semester hours
---	------------------

**Collaboration:** No collaboration is anticipated at this time. Because of the individualized nature of the program, it is most appropriately managed within UM, according to the proposal.

**Distance Education:** It is possible that some online and/or blended courses could be part of the program, depending on the curriculum plan, especially during the summer and in the evenings.

**Admissions:** The program will permit students to combine features of more than one discipline in an individualized program of study that may take the place of or complement a traditional major. Students interested in the proposed program will obtain application materials from the program oversight committee chair. The oversight committee will be comprised of the following: one faculty member from each of the four colleges; the university registrar; and the committee chair.

The student will work with a faculty mentor or mentors (depending on the proposal, it could be one or several faculty mentors working together with the student) to develop a curriculum that follows the application guidelines. Many students will apply for the program during their sophomore or junior year, although a student may be ready to apply as early as the second semester of his/her freshman year. Typically a student will not be able to apply if he/she has earned more than 75 credit hours; however, exceptions could be approved by the program oversight committee.

The application will be submitted to the oversight committee for approval. A completed application will include the following:

1. A title and compelling rationale for the individualized curriculum.
2. A specific list of required courses totaling at least 36 hours drawn from at least two different disciplines and/or colleges. At least 21 of the 36 hours must be at the 300 level or above. There will be a minimum of one 400 level course, IDS 400, the capstone experience. At least two-thirds of the major must be taken while a student is at UM. It is possible for Birmingham Area Consortium for Higher Education (BACHE) courses to be included.
3. A specific description of the capstone experience will be required for approval prior to the senior year. Some examples of a capstone experience are a senior thesis, an undergraduate research project, or an internship.

4. A timetable for completion.
5. The application must be signed by the faculty mentor(s) and the chair of the oversight committee. The mentor(s) will be responsible for the paper or project which fulfills the capstone experience.

Once the application is approved, the student can declare a major in Interdisciplinary Studies. This declaration is contingent on the registrar's certification that the proposal meets all graduation requirements. No changes may be made in the approved program without written authorization from the oversight committee.

**Need:** Several institutions in the state have programs at the baccalaureate level that use an interdisciplinary or general studies model. These programs are tailored to fit the mission and offerings of the institution and the interests of the student.

The University of Alabama, Auburn University, and the University of West Alabama have baccalaureate programs in Interdisciplinary Studies at CIP 30.9999 in the Commission's Academic Program Inventory. Auburn University at Montgomery, Athens State University, and Jacksonville State University have Liberal Arts/Studies baccalaureate programs listed at CIP 24.0101. The University of North Alabama and Alabama A&M University have General Studies programs at CIP 24.0102. The University of Alabama at Birmingham has an Individually Designed Major program at CIP 24.0199, while the University of South Alabama has an Interdisciplinary Studies Program listed at the same CIP code. Troy University offers the BA/BS in Professional Studies at its Montgomery campus, also listed at CIP 24.0199.

According to the proposal, the new program will be in line with UM's mission as the state's liberal arts university, as designated by the Alabama legislature. UM recruits students who intentionally select a liberal arts education, including courses, minors, and majors that are of an interdisciplinary nature. This educational model prepares students for the rapidly changing workplace.

The proposal stated that the *Occupational Outlook Handbook, 2010-11*, listed at least sixteen occupations that mentioned interdisciplinary work, including: Human Service Providers, Lawyers, Human Resource Professionals, Chemistry-related fields, Material Scientists, Labor Relations Professionals, Economists, Mathematics-related fields, Librarians, Physics-related fields, Astronomy-related fields, Pharmaceutical/Medical Manufacturers, and Environmental Scientists/Specialists. The proposal further stated that student experience in critical thinking, written and oral communication, information literacy, analysis and synthesis attracts employers who are interested in such general aptitudes.

**Student Demand:** The program is intended to serve students primarily in UM's home county and surrounding counties. To determine student demand, university officials conducted surveys. A total of 42 students who had been admitted/accepted for fall 2011 were sent surveys. Of this group, 14 percent responded that they were interested in the program, while 64 percent stated that they might be interested in the program. A survey of 256 current students revealed that 40 percent were interested in the program, while 28 percent responded "maybe" to the survey. Furthermore, 67 percent responded "yes" and 18 percent responded "maybe" to a serious consideration of the program if it had been available at an earlier time.

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—  
Full-time: 130\*

\* This total reflects the approximate total of UM full-time faculty members. All faculty members have the potential to teach in the proposed program.

Part-time: 0

Current Support Faculty—

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 10, 2011

Full-time: 0  
Part-time: 0

No additional faculty will be required.

**Support Staff:** No additional support staff will be hired.

**Equipment:** No additional equipment is needed.

**Facilities:** No additional facilities are needed.

**Library:** The proposal included a detailed description of library resources. The university library has a collection of over 264,000 cataloged monographs, serials, and multi-media items. The NetLibrary subscription provides access to 5,000 e-books. The library maintains 407 print journal subscriptions, almost 800,000 microform pieces, and has access to more than 44,942 electronic journal titles through various subscription databases. The library provides access to more than 100 electronic subscription databases. Since the program will not require the addition of new disciplines, students will be able to draw from current resources.

**Program Budget:** The proposal stated that the program will not require any new resources. A total of \$190,872 in tuition is expected to be generated by the program over that period.

**Attachment 3**

**Curriculum  
BA/BS in Interdisciplinary Studies**

**Sample Plan of Study:  
Medieval and Early Modern Europe  
(English + History + Philosophy/Religion + Art Major with Spanish Minor)**

Program Coursework:

General Education Coursework

Interdisciplinary Studies Coursework (36 semester hours)

ENG 300: Intro to the Major

ENG 423: Medieval Literature (ENG 300 pre-req)

ENG 424: Early Modern Literature (ENG 300 pre-req)

HIST 441: History of England (to 1603)

HIST 447: Medieval European History (476-1400)

HIST 448: Renaissance and Reformation, 1300-1563

REL 210: Intro to Religious Studies

PHIL 280: Ancient & Medieval Philosophy

PHIL 310: Philosophy of Religion (PHIL 280 pre-req)

ART 218: History of Art I

ART 302: History of Medieval Art (ART 218 pre-req)

UR 300: Undergraduate Research

IDS 400: Capstone Seminar

Study Abroad: Spain

Spanish Minor

SPN 101: Introductory Spanish I

SPN 102: Introductory Spanish II

SPN 201: Intermediate Spanish I

SPN 202: Intermediate Spanish II

SPN 301: Spanish Conversation

SPN 302: Grammar & Composition

SPN 344: Hispanic Cultural Studies & Film

SPN 395: Study Abroad (6)

SPN 430: Spanish Medieval & Golden-Age Literature

**SAMPLE PLAN OF STUDY:**

Freshman Year—Fall

COMS 101	Communication	3
ENG 101	Composition I	3
HIST 101	World Civilizations	3
MIS 161	Intro to Computers	3
SPN 101	Intro Spanish I	3

Freshman Year—Spring

MATH 144	Pre-Calculus Algebra	3
ENG 102	Composition II	3
HIST 102	World Civ	3
GEOG 231	World Regional Geog	3
SPN 102	Intro Spanish II	3

Sophomore Year—Fall

ENG 231	World Literature I	3
HIST 211	US History	3
BIO 100	Biology	4
MUS 121	Music: Inv to Listening	3
SPN 201	Intermed Spanish I	3

Sophomore Year--Spring

ENG 232	World Lit II	3
HIST 212	US History	3
CHEM 100	Chemistry	4
ART 218	History of Art I	3
SPN 201	Intermed Spanish II	3

Junior Year—Fall

ENG 300	Intro to the Major	3
HIST 310	Intro to Hist, Study	3
HIST 441	History of England	3
PHIL 280	Ancient & Medieval Philosophy	3
SPN 301	Spanish Conversation	3

Junior Year—Spring

ENG 423	Medieval Lit	3
HIS 447	Medieval Euro History	3
SPN 302	Span. Gram & Comp	3
ART 302	Hist. of Medieval Art	3
KNES 117	Health/Wellness	2
KNES 165	Physical Activity	1

Junior Year—Summer

SPN 395	[Study Abroad]	6
---------	----------------	---

Senior Year—Fall

ENG 424	Early Modern Literature	3
HIST 448	Renaissance & Reformation	3
UR 300	Undergraduate Research	3
PHIL 310	Philosophy of Religion	3
SPN 344	Hisp. Cultural Studies & Film	3
KNES 128	Physical Activity	1

Senior Year—Spring

IDS 400	Capstone Seminar	3
SOC 230	Introductory Sociology	3
REL 210	Intro to Religious St.	3
MC 325	American Cinema Sur.	3
SPN 430	Spanish Medieval & Golden Age Literature3	3
KNES 126	Physical Activity	1



DECISION ITEM B-1: Wallace State Community College (Dothan), Addition of an Option in Cyber Security/Computer Forensics to the Existing AAS in Criminal Justice (CIP 43.0107)

**EXECUTIVE SUMMARY**

**Reason for Action:** Wallace State Community College (Dothan) (WSD) has requested the addition of an option in Cyber Security/Computer Forensics in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed option will require a total of 68 semester hours.
- According to institutional officials, the option request is based on industry request and support, and the need to stay abreast of current computer technologies.

**DECISION ITEM B-1:** Wallace State Community College (Dothan), Addition of an Option in Cyber Security/Computer Forensics to the Existing AAS in Criminal Justice (CIP 43.0107)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed option as a reasonable extension/alteration of an existing program.

Background: Wallace State Community College (Dothan) (WSD) currently has an AAS in Criminal Justice listed at CIP 43.0107 in the Commission's Academic Program Inventory. WSD has proposed the addition of an option in Cyber Security/Computer Forensics to the existing program.

The program with the proposed option will require a total of 68 semester hours (sh):

General Education Core	23 sh
Program Core	18 sh
Option	27 sh
Total	68 sh

Courses in the program core include: Criminal Law & Procedure; Criminal Evidence; Constitutional Law; Criminal Investigation; and Crime Scene Investigation.

Courses in the option include: Accounting I, Fundamentals of Unix/Linux, Ethical Hacking, Network Security, and Computer Forensics.

According information submitted by WSD officials, the option request is a result of industry request and support, and the need to stay abreast of current computer technologies.

**Budgetary Impact:** With the addition of four computer information systems courses, WSD does not anticipate a major budgetary impact other than the employment of an additional faculty member in year three. Officials at the institution expect increased enrollment in the criminal justice program due to the addition of the proposed option. A total of \$92,983 in funding needs over the first five years is projected. Sources of support will be tuition and reallocation, totaling \$163,780.

Consistent with Commission policy and operational definitions, the option will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

The staff recommends that the proposed option be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution through ADPE. Available upon request.

DECISION ITEM B-2: Faulkner State Community College, Addition of an Option in Industrial Engineering Technology to the Existing AAS in Industrial Maintenance (CIP 47.0303)

**EXECUTIVE SUMMARY**

**Reason for Action:** Faulkner State Community College (FSC) has requested the addition of an option in Industrial Engineering Technology in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed option will require a total of 69 semester hours.
- FSC is one of five 2-year institutions in the Region 9 Workforce Development Consortium to receive a Community Based Job Training Grant to expand skill-based training, which will fund the option.

**DECISION ITEM B-2:** Faulkner State Community College, Addition of an Option in Industrial Engineering Technology to the Existing AAS in Industrial Maintenance (CIP 47.0303)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed option as a reasonable extension/alteration of an existing program.

Background: Faulkner State Community College (FSC) currently has an AAS in Industrial Maintenance listed at CIP 47.0303 in the Commission's Academic Program Inventory. FSC has proposed the addition of an option in Industrial Engineering Technology to the existing program.

The program with the proposed core will require a total of 69 semester hours (sh):

General Education Core	21 sh
Program Core	31 sh
Option	17 sh
Total	69 sh

Courses in the core include: Fundamentals of Electricity I & II; Principles of Industrial Maintenance; Preventative Maintenance; Industrial Motors I & II; and Construction Basics.

Courses in the option include: Advanced Industrial Process Control Technology; Advanced Programmable Logic Controllers; and Fundamentals of Industrial Hydraulics and Pneumatics.

According to information submitted by FSC officials, the critical need for industrial maintenance technicians has increased the need for the proposed option.

**Budgetary Impact:** A total of \$147,932 in estimated new funds will be required for faculty in years four (\$73,966) and five (\$73,966). All costs will be funded through a Community Based Job Training Grant.

Consistent with Commission policy and operational definitions, the option will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

The staff recommends that the proposed option be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution through ADPE. Available upon request.

DECISION ITEM B-3: Calhoun State Community College, Addition of an Option in Design Drafting Technology/3D Design & Production to the Existing AAS in Advanced Manufacturing (CIP 15.0613)

**EXECUTIVE SUMMARY**

**Reason for Action:** Calhoun State Community College (CAL) has requested the addition of an option in Design Drafting Technology/3D Design & Production in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed option will require a total of 73 semester hours.
- According to CAL, the institution was awarded a \$208,160 grant from the Governor's Office of Workforce Development to aid in the purchase of new equipment to train and instruct students on the new Direct Digital Manufacturing production system.

**DECISION ITEM B-3:** Calhoun State Community College, Addition of an Option in Design Drafting Technology/3D Design & Production to the Existing AAS in Advanced Manufacturing (CIP 15.0613)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed option as a reasonable extension/alteration of an existing program.

Background: Calhoun State Community College (CAL) currently has an AAS in Advanced Manufacturing listed at CIP code 15.0613 in the Commission's Academic Program Inventory. CAL has proposed the addition of an option in Design Drafting Technology/3D Design & Production to the existing program.

The program with the proposed option will require a total of 73 semester hours (sh):

General Education Core	19 sh
Program Core	30 sh
Option	24 sh
Total	73 sh

Courses in the proposed option include: Advanced Technical Drafting, Solids Modeling, Graphics and Animation, and Portfolio.

Courses in the program's core include: Industrial Safety, Precision Measurement, Computer Aided Design, and Fluid Systems.

**Budgetary Impact:**

Equipment:	\$190,050
Software:	\$8,750
Supplies:	\$200
Maintenance & Repair	\$3,000
Travel:	\$6,160
Total:	\$208,160

CAL was awarded a \$208,160 grant from the Governor's Office of Workforce Development to aid in the purchase of new equipment to train and instruct students on the new Direct Digital Production System.

Consistent with Commission policy and operational definitions, the option will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

The staff recommends that the proposed option be approved as a reasonable extension/alteration of an existing program.



ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 10, 2011

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution through ADPE. Available upon request.

DECISION ITEM B-4: The University of West Alabama, Addition of an Option in Early Childhood Education (Non-Certification) to the BA/BS in Teacher Education, Multiple Levels (CIP 13.1206)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of West Alabama (UWA) has requested the addition of an option in Early Childhood Education (Non-Certification) in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed option will require a total of 120 semester hours.
- According to institutional officials, the option request is based on a national need for teachers of Head Start programs to attain a BS in Early Childhood Education or a related field.
- There are currently 49,200 Head Start classrooms in the United States. A federal mandate now requires that at least 50 percent of these teachers attain a BS by October 2013.

**DECISION ITEM B-4:** The University of West Alabama, Addition of an Option in Early Childhood Education (Non-Certification) to the BA/BS in Teacher Education, Multiple Levels (CIP 13.1206)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed option as a reasonable extension/alteration of an existing program.

Background: The University of West Alabama (UWA) currently has the BA/BS in Teacher Education, Multiple Levels listed at CIP 13.1206 in the Commission's Academic Program Inventory. UWA has proposed the addition of an option in Early Childhood Education (Non-Certification) to the existing program.

The program with the proposed option will require a total of 120 semester hours (sh):

General Education Core	60 sh
Program Core	24 sh
Option	36 sh
Total	120 sh

Courses in the program core include: Effective Teaching and Learning, Technology and Education, Introduction to Special Education, and Behavior Management in the Classroom.

Courses included in the option are: Literature for Young Children, Introduction to Childhood Education, Thematic Teaching, Early Childhood Practicum, and Family and Parent Education.

According to information submitted by UWA officials, the option request is a result of a national need for teachers of Head Start programs to attain a BS in Early Childhood Education or a related field by 2013.

**Budgetary Impact: None**

Consistent with Commission policy and operational definitions, the option will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

The staff recommends that the proposed option be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-5: The University of North Alabama, Addition of Concentrations in Exercise Science, Kinesiology, and Wellness and Health Promotion to the Existing MS in Health and Human Performance (CIP 31.9999)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of North Alabama (UNA) has requested the addition of concentrations in Exercise Science, Kinesiology, and Wellness and Health Promotion in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with each proposed concentration will require a total of 30 semester hours.
- According to information submitted by UNA, the concentrations are being added to provide clarity and focus relative to the career paths of graduate students.

**DECISION ITEM B-5:** The University of North Alabama, Addition of Concentrations in Exercise Science, Kinesiology, and Wellness and Health Promotion to the Existing MS in Health and Human Performance (CIP 31.9999)

**Staff Presenter:** Ms. Margaret Pearson  
Academic Program Review Analyst

**Staff Recommendation:** That the Commission approve the proposed concentrations as reasonable extensions/alterations of an existing program.

**Background:** The University of North Alabama (UNA) currently has the Master of Science (MS) in Health and Human Performance listed at CIP 31.9999 in the Commission's Academic Program Inventory. UNA has proposed the addition of concentrations in Exercise Science, Kinesiology, and Wellness and Health Promotion to the existing program.

The program with the proposed concentrations will require a total of 30 semester hours (sh):

Program Core	18 sh
Concentration	12 sh
Total	30 sh

Courses in the program core include: Introduction to Research, Critical Analysis of Research and Professional Literature, Legal Issues and the Health and Physical Education Professional, and Administration of Health and Physical Education Related Programs.

Courses in the Exercise Science concentration include: Educational Statistics, Scientific Basis of Health and Human Performance, and Laboratory Techniques.

Courses in the Kinesiology concentration include: Behavioral Modification Interventions; Epidemiology and Prevention of Chronic Diseases: A Global Perspective; Scientific Basis of Health and Human Performance; and Seminar in Health, Physical Education, and Related Disciplines.

Courses in the Wellness and Health Promotion concentration include: Exercise Prescription and Fitness Appraisal in the Healthy Individual; Health Promotion; Stress Management; and Epidemiology and Prevention of Chronic Diseases: A Global Perspective.

According to information submitted by UNA, the concentrations are being added to provide clarity and focus relative to the career paths of graduate students.

**Budgetary Impact:** The concentrations will not require additional resources.

Consistent with Commission policy and operational definitions, the concentrations will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

The staff recommends that the proposed concentrations be approved as reasonable extensions/alterations of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-6: The University of West Alabama, Addition of a Track in Pre-Pharmacy to the Existing BA/BS in Chemistry (CIP 40.0501)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of West Alabama (UWA) has requested the addition of a track in Pre-Pharmacy to the existing baccalaureate program in Chemistry, in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed option will require a total of 126 semester hours.
- According to information submitted by UWA, the track in Pre-Pharmacy will replace an existing track in Biochemistry.
- An increasing number of students at UWA are interested in pursuing careers in pharmacy. The proposed track is designed to meet the majority of the typical course requirements for admission to a pharmacy program.



DECISION ITEM B-6: The University of West Alabama, Addition of a Track in Pre-Pharmacy to the Existing BA/BS in Chemistry (CIP 40.0501)

Staff Presenter: Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed track as a reasonable extension/alteration of an existing program.

Background: The University of West Alabama (UWA) currently has the BA/BS in Chemistry listed at CIP 40.0501 in the Commission's Academic Program Inventory. UWA has proposed the addition of a track in Pre-Pharmacy to the existing program.

The program with the proposed track will require a total of 126 semester hours (sh):

General Education Core	44 sh
Program Core	49 sh
Track	33 sh
Total	126 sh

Courses in the program core include, among other courses: General Chemistry II, Organic Chemistry I and II, Physical Chemistry I and II, and Biochemistry I.

Courses in the proposed track include, among other courses: Biochemistry II, General Zoology, Anatomy and Physiology I and II, Immunology, Microbiology, and Genetics.

According to information submitted by UWA, the track in Pre-Pharmacy will replace an existing track in Biochemistry. An increasing number of students at UWA are interested in pursuing careers in pharmacy. Prior to application to a pharmacy program, students are typically required to complete a select list of courses, and although an undergraduate degree is not required, it is preferred. The proposed track is designed to meet the majority of the typical course requirements for admission to a pharmacy program.

**Budgetary Impact:** The track will not require additional resources.

Consistent with Commission policy and operational definitions, the track will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

The staff recommends that the proposed track be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-7: Jacksonville State University, Addition of Three Concentrations to the Existing MEd in Physical Education (CIP 13.1314)

**EXECUTIVE SUMMARY**

**Reason for Action:** Jacksonville State University (JSU) has requested the addition of concentrations in P-12 Teacher Education, Human Performance, and Nutrition to the existing master's program in Physical Education, in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed concentrations will require a total of 33 semester hours.
- The proposed concentrations will provide greater employment opportunities for students.

**DECISION ITEM B-7:** Jacksonville State University, Addition of Three Concentrations to the Existing MEd in Physical Education (CIP 13.1314)

Staff Presenter: Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed options as reasonable extensions/alterations of an existing program.

Background: Jacksonville State University (JSU) currently has the Master of Science in Education (MSEd) in Chemistry listed at CIP 13.1314 in the Commission's Academic Program Inventory. JSU has proposed the addition of concentrations in P-12 Teacher Education, Human Performance, and Nutrition to the existing program.

The program with each of the proposed concentrations will require a total of 33 semester hours (sh). Each option will require 15 sh in specified courses:

Program Core	18 sh
Option	15 sh
Total	33 sh

Courses in the program core are: Foundation of Wellness and Sport; Research in Wellness and Sport; Issues in Wellness and Sport; Advanced Anaerobic Physiology; and Physical Fitness and Wellness.

Courses in the proposed P-12 Teacher Education concentration are: Computer Based Instructional Technologies; Physical Education Curriculum; Assessment in Wellness and Sport; Best Practices in PE; and Law and Ethics in PE and Sport Management.

Courses in the proposed Human Performance concentration are: Cardiopulmonary Physiology; Diet and Performance; Perceptual Motor Development; Advance Nutrition Assessment or Critical Issues in Nutrition and Food Science; and Directed Study.

Courses in the proposed Nutrition concentration are: Cardiopulmonary Physiology; Diet and Performance; Advance Nutrition Therapy; Advance Nutrition Assessment or Critical Issues in Nutrition and Food Science; and Directed Study.

According to information submitted by JSU, the proposed concentrations will provide greater employment opportunities for students. The P-12 Teacher Education concentration will lead to Class A teacher certification.

The Human Performance concentration is designed for employment in strength and conditioning, health and

fitness, and personal training. It will also provide preparation for students who wish to pursue a doctoral degree in Exercise Physiology. In addition, it will prepare students who are pursuing the National Strength and Conditioning Association Certification and the American College Sports Medicine Certification.

The Nutrition concentration will prepare graduates for employment in nutrition as well as in related careers in wellness and fitness. Also, the concentration will prepare students for the Certified Sport Nutrition Exam, as well as partial fulfillment of the coursework need for the Registered Dietitian Credential.

**Budgetary Impact:** The concentrations will have minimal costs and will not require additional resources.

Consistent with Commission policy and operational definitions, the concentrations will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as a degree programs.

The staff recommends that the proposed concentrations be approved as reasonable extensions/alterations of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-8: The University of Montevallo, Addition of a Concentration in Nutrition and Wellness to the Existing BS in Kinesiology (CIP 31.0501)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Montevallo (UM) has requested the addition of a concentration in Nutrition and Wellness to the existing baccalaureate program in Kinesiology, in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed concentrations will require a total of 130 semester hours.
- The proposed concentration will align an existing concentration with trends in health related professions.

DECISION ITEM B-8: The University of Montevallo, Addition of a Concentration in Nutrition and Wellness to the Existing BS in Kinesiology (CIP 31.0501)

Staff Presenter: Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed option as a reasonable extension/alteration of an existing program.

Background: The University of Montevallo (UM) currently has the Bachelor of Science (BS) in Kinesiology listed at CIP 31.0501 in the Commission's Academic Program Inventory. UM has proposed the addition of a concentration in Nutrition and Wellness to the existing program.

The program with each of the proposed concentration will require a total of 130 semester hours (sh).

General Education	57 sh
Program Core	27 sh
Option	30 sh
Support Courses	7 sh
Electives	9 sh
Total	130 sh

Courses in the program core are: Introduction to Health and Wellness; Personal Health; Sports Nutrition; Physiology of Exercise; Exercise Testing and Evaluation; Pharmacology; Sports/Fitness Management; and Health-Fitness Program Design.

Courses in the proposed concentration include the following courses: Introduction to Food Science; Introduction to Dietetics; Introduction to Nutrition; Foodservice Systems Management; Applied Research in Food Science; Seminar in Dietetics; Nutrition and Metabolism I and II; Nutrition Care Process I and II; Practicum in Nutrition and Wellness.

The proposed concentration is currently offered as a dietetics concentration in the Family and Consumer Sciences baccalaureate program, CIP 19.0101. Existing faculty positions related to the concentration will be reassigned to the Kinesiology program.

According to information submitted by UM, the concentration will more accurately reflect trends in health-related professions. These trends include the recognition that interventions for nutritional problems often require knowledge of related and integrated health issues, such as exercise and pharmacology. Students in the Kinesiology program will be better prepared for a variety of career paths through a holistic approach to wellness that includes coursework in exercise

physiology, fitness management, along with nutrition and wellness classes.

**Budgetary Impact: None.**

Since the concentration already exists in another program, it will not require additional resources.

Consistent with Commission policy and operational definitions, the concentration will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

The staff recommends that the proposed concentration be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.
2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.



DECISION ITEM C-1: Request to Amend Post-Implementation Conditions: Jacksonville State University, Master of Science in Manufacturing Systems Technology (CIP 15.9999)

**EXECUTIVE SUMMARY**

**Reason for Action:** Jacksonville State University (JSU) has requested an extension in post-implementation review.

**Factors for Consideration:**

- The request is in accordance with Commission policy (“Guidelines for Consideration of Post-Implementation Reports That Do Not Meet Approved Conditions”).
- The program did not meet the enrollment and graduation post-implementation requirements. College officials have stated that this was due largely to a slow implementation of the program.
- Program implementation was affected by the medical leave of the graduate coordinator and chief faculty member, as well as by the downturn of the economy.

DECISION ITEM C-1: Request to Amend Post-Implementation Conditions:  
Jacksonville State University, Master of Science in  
Manufacturing Systems Technology (CIP 15.9999)

Staff Presenter: Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the request to amend  
post-implementation conditions, as follows:

- 1) That an additional review period (academic years 2010-11 through 2012-13) for the program be granted. In this three-year period, the program will meet the enrollment requirement of an average of 13 new students and the graduation requirement of an average of 8 graduates.
- 2) That the institution submit, no later than October 1, 2013, a second post-implementation report, demonstrating that the program met the post-implementation conditions for the average enrollment and graduates for the specified period.

Background: The program was approved for Jacksonville State University (JSU) on March 11, 2005, and implemented in August 2005. According to the post-implementation report submitted in August 2010, the program did not meet the conditions for admissions or graduates, but did meet the employment condition.

In the request for extension, JSU projected that the program will meet the average new enrollment requirement of 13 and the average graduation requirement of 8 over the requested second post-implementation review period. The program had 13 new students in fall 2010 and was projected to have 8 completions in academic year 2010-11. Enrollment in the program has increased since spring 2008, when the program became available online.

According to information provided by JSU, program progress was hindered by several factors. Within four months of the program's implementation, medical leave was extended to the program's graduate coordinator and lead faculty member. This delayed the offering of selected courses and hindered the process of the program being offered online. In the spring of 2008, the program was available online and enrollment increased 38 percent.

A second factor affecting the implementation of the program was the downturn in the economy, beginning in 2007. Some students had to discontinue their enrollment because of unemployment or because of the extra time and demands placed on them in their current jobs.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.
2. Unpublished post-implementation report for Jacksonville State University. Available upon request.
3. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

**Summary of Report on Post-Implementation Conditions**

**Jacksonville State University**

Program: Manufacturing Systems Technology, MS, CIP 15.9999

Approved by Commission: March 11, 2005

Proposed Implementation Date: August 2005

Actual Implementation Date: August 2005

Post-Implementation Conditions:

- 1) That the annual average new admissions (headcount) to the program for 2005-06 to 2009-10 will be at least 12, based on the proposal.
- 2) That the annual average number of graduates for the Academic Years 2007-08 through 2009-10 will be at least 8, based on the proposal.
- 3) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Manufacturing Systems Technology, MS, CIP 15.9999	Admissions Headcount	Graduates	Percentage of Graduates Employed in Field
Required	12	8	75%
Reported	10	3	100%

DECISION ITEM C-2: Request to Amend Post-Implementation Conditions: Athens State University, Bachelor of Science in Social Science (CIP 45.0101)

**EXECUTIVE SUMMARY**

**Reason for Action:** Athens State University (ASU) has requested an extension in post-implementation review.

**Factors for Consideration:**

- The request is in accordance with Commission policy (“Guidelines for Consideration of Post-Implementation Reports That Do Not Meet Approved Conditions”).
- The program did not meet the graduation post-implementation requirement. This requirement is expected to be met over the extended review period.

DECISION ITEM C-2: Request to Amend Post-Implementation Conditions:  
Athens State University, Bachelor of Science in Social  
Science (CIP 45.0101)

Staff Presenter: Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the request to amend  
post-implementation conditions, as follows:

- 1) That an additional review period (academic years 2010-11 through 2012-13) for the program be granted. In this three-year period, the program will meet the graduation requirement of an average of 16 graduates.
- 2) That the institution submit, no later than October 1, 2013, a second post-implementation report, demonstrating that the program met the post-implementation condition concerning the average number of graduates for the specified period.

Background: The program was approved for Athens State University (ATSU) on June 24, 2005, and implemented in August 2005. According to the post-implementation report submitted in August 2010, the program did not meet the conditions for average number of graduates, but did meet the enrollment and the employment conditions.

In the request for extension, the Alabama Department of Postsecondary Education (ADPE) stated that ATSU has a growing student population and is expected to meet the graduation benchmark over the additional review period.

According to the post-implementation report, the program suffered a decline in enrollment in its second year, but has rebounded since then. Since the first year of the program, headcount enrollment in the program has almost tripled.

The program was implemented to take the place of the former social science curriculum within ATSU's College of Education, in response to the requirements of No Child Left Behind. The new curriculum was more demanding than the former, requiring 39 hours as opposed to 31 in the original program. Some students were not willing or able to complete the new curriculum, which affected completions in the program. Program officials stated that, in retrospect, the initial projections for the program were overly optimistic.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 10, 2011

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.
2. Unpublished post-implementation report for Athens State University. Available upon request.
3. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

**Summary of Report on Post-Implementation Conditions**

**Athens State University**

Program: Social Science, BS, CIP 45.0101

Approved by Commission: June 24, 2005

Proposed Implementation Date: August 2005

Actual Implementation Date: August 2005

Post-Implementation Conditions:

- 1) That the annual average new admissions (headcount) for 2005-06 to 2009-10 will be at least 22, based on the proposal.
- 2) That the annual average number of graduates for the Academic Years 2005-06 through 2009-10 will be at least 20, based on the proposal.
- 3) That a follow-up survey will be conducted after the five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Social Science, BS, CIP 45.0101	Average New Admissions Headcount	Average Number of Graduates, 2005-06 – 2009-10	Percentage of Graduates Employed in Field
Required	22	20	75%
Reported	30	16	100%



**INFORMATION ITEM A:** Implementation of Non-Degree Programs at Senior Institutions

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Commission guidelines state that non-degree programs of senior institutions, including pre-baccalaureate, post-baccalaureate, and post-master's certificates do not require Commission approval, but that they must be reported to the Commission prior to implementation. The guidelines further state that these certificates are not listed in the Commission's Academic Program Inventory.

In accordance with these guidelines, the following institutions have sent notification regarding the non-degree programs indicated:

The University of Alabama at Birmingham

Leonardo Art and Engineering Graduate Certificate  
(CIP 14.1901)

The new graduate certificate will require a total of 18 credit hours, and is related to simulation art, visualization, and virtual reality. This certificate is expected to attract undergraduate students who are interested in increasing their job marketability and/or pursuing a career in 3D and virtual reality content development. A certificate will only be awarded after completion of the BA or BS degree requirements.

The University of Alabama in Huntsville

Graduate Certificate in Federal Contracting and  
Procurement Management (CIP 52.0202)

The new graduate certificate will consist of 18 credit hours to complete. The establishment of this certificate program will be instrumental in meeting the needs for filling open employment positions in the Huntsville area due to the Base Realignment and Closure (BRAC) forecasts. The certificate will also provide professional education to expand skills of employees in the workforce.

Graduate Certificate in Supply Chain Management  
(CIP 52.0203)

The new graduate certificate will require a total of 18 credit hours. This certificate has been established to meet the needs for filling open employment positions in the Huntsville area due to the BRAC.

Graduate Certificate in Technology and Innovation  
Management (CIP 52.0201)

The new graduate certificate program will take the existing set of electives, plus the three required courses from the MBA core to give a total of six courses that can constitute an 18 credit hour certificate program.

The University of South Alabama

Graduate Certificate in Health Informatics (CIP 11.0401)

The new graduate certificate program requires the completion of five courses (15 credit hours). The certificate program will appeal to students enrolled in healthcare and computing majors and members of the healthcare community who need to strengthen their credentials.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

**INFORMATION ITEM B:** Implementation of New Certificate Programs (Less than or Equal to 29 Semester Hours)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The Alabama Department of Postsecondary Education reports the approval of short certificate programs (less than or equal to 29 semester hours) at the following two-year colleges in the fields of study listed below.

**Bevill State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

**Bishop State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

**Calhoun State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Design Drafting Technology/3D Designs	15.0613
Emergency Medical Services	51.0904

**Chattahoochee Valley Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Industrial Maintenance	15.0613
Sustainable Construction/Renewable Energy	15.0613
Air Conditioning & Refrigeration	15.0613
Automotive Manufacturing	15.0613

**Enterprise State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

**Faulkner State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

**Gadsden State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

**Jefferson State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

**Lurleen B. Wallace Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

**Northeast Alabama Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904
Massage Therapy	51.3501

**Shelton State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

**Southern Union State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

**Trenholm State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

**Wallace State Community College Dothan**

<u>Field of Study</u>	<u>CIP Code</u>
Automotive Engineering Technology	15.0803
Cabinetmaking and Millwork	48.0703
Emergency Medical Services	51.0904
Plumbing Technology	46.0503
Air Conditioning and Refrigeration	15.0501

**Wallace State Community College Hanceville**

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904

Commission policy requires that new short certificates be presented to the Commission by information item. Such certificates are not listed in the Commission's Academic Program Inventory since they do not require Commission review and approval.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 10, 2011

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.
2. Written unpublished documentation provided by the Alabama Department of Postsecondary Education. Available upon request.

**INFORMATION ITEM C:** Auburn University, New Exempt Off-Campus Site

**Staff Presenter:** Ms. Margaret Pearson  
Academic Program Review Analyst

**Staff Recommendation:** For information only.

**Proposal:** Auburn University (AU) plans to offer courses at the following new off-campus site beginning in fall 2011:

Southern Union Community College, Opelika, AL

**Discussion:** An official with AU has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up report will be sent.

The new off-campus site proposed by AU is exempt from Commission approval by policy because the proposed site is located within AU's service area.

The proposal was posted on the Commission website from April 12 until May 2 for public review and comment. No comments were received.

**Supporting Documentation:**

1. Proposal for New Off-Campus Site at Southern Union Community College, Opelika, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

**Attachment 1**

*Alabama Commission on Higher Education*

**PROPOSAL FOR A NEW OFF-CAMPUS SITE**

SITE INFORMATION
------------------

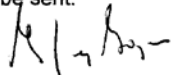
**Institution:** Auburn University  
**Administrator Responsible for Site**  
**Name & Title:** Dr. Gary L. Waters, Associate Dean, Undergraduate Programs  
**Telephone:** (334) 844-5841  
**Fax:** (334) 844-4046  
**E-Mail:** watergl@auburn.edu  
**Contact Person at Site If Other Than Administrator Above**  
**Name & Title:** Dr. Bill Hardgrave, Dean, College of Business  
**Telephone:** (334) 844-4832  
**Fax:** (334) 844-4046  
**E-Mail:** bch0014@auburn.edu  
**Location of Proposed Site**  
**Facility:** Southern Union Community College, Opelika Campus  
**Street Address:** 1701 LaFayette Parkway  
**City:** Opelika, Alabama 36801 **County:** Lee  
**When will you begin offering courses at this site:** Fall Semester of 2011

Type of Site	Check One:
<b>Non-Exempt</b>	<input type="checkbox"/>
<b>Exempt from Review by Statute</b>	<input checked="" type="checkbox"/>
Fall 1978 registration exceeded 500.	<input type="checkbox"/>
University operated site prior to 1960.	<input type="checkbox"/>
Site located on military reservation.	<input type="checkbox"/>
Business & industry site where employees only are enrolled.	<input type="checkbox"/>
<b>Exempt from Review by Commission Policy</b>	<input checked="" type="checkbox"/>
Courses delivered via distance learning technology.	<input type="checkbox"/>
Prison site - courses delivered exclusively to inmates and prison employees.	<input type="checkbox"/>
High school site exclusively for early admission, accelerated/dual enrollment.	<input type="checkbox"/>
2-year college site located within SBE approved service area.	<input type="checkbox"/>
University site located within Commission recognized off-campus service area.	<input checked="" type="checkbox"/>

*Note: Follow-up report is not required for individual study courses.*

**Certification**

I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.

Signature of President/Chancellor: 

Date: 03/09/2011





- INFORMATION ITEM D: Central Alabama Community College, New Exempt Off-Campus Site
- Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst
- Staff Recommendation: For information only.
- Proposal: Central Alabama Community College (CEN) plans to offer courses at the following new off-campus site beginning in fall 2011:
- Talladega City High School Career Technical Center,  
Talladega, AL
- Discussion: An official with CEN has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up report will be sent.
- The new off-campus site proposed by CEN is exempt from Commission approval by policy because the proposed site is located within CEN's service area.
- The proposal was posted on the Commission website from April 6 until April 26 for public review and comment. No comments were received.
- Supporting Documentation:
1. Proposal for New Off-Campus Site at Talladega City High School Career Technical Center, Talladega, AL, attached.
  2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

**Institution:** Central Alabama Community College  
**Administrator Responsible for Site**  
**Name & Title:** Brian Gann, Director of Talladega Center/Institutional Advancement  
**Telephone:** 256-480-2069  
**Fax:** 256-378-2081  
**E-Mail:** bgann@cacc.edu  
**Contact Person at Site If Other Than Administrator Above**  
**Name & Title:**  
**Telephone:**  
**Fax:**  
**E-Mail:**  
**Location of Proposed Site**  
**Facility:** Talladega City High School Career Technical Center  
**Street Address:** 110 Picadilly Circle  
**City:** Talladega **County:** Talladega  
**When will you begin offering instruction at this site?** Fall 2011

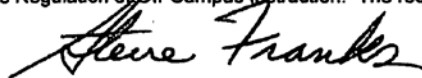
Type of Site	Check One:
<b>Non-Exempt</b>	
<b>Exempt from Review by Statute</b>	
Fall 1978 registration exceeded 500.	
University operated site prior to 1960.	
Site located on military reservation.	
Business & industry site where employees only are enrolled.	
<b>Exempt from Review by Commission Policy</b>	
Courses delivered via distance learning technology.	
Prison site - courses delivered exclusively to inmates and prison employees.	
High school site exclusively for early admission, accelerated/dual enrollment.	
2-year college site located within SBE approved service area.	X
University site located within home or contiguous counties.	

Note: Follow-up report is not required for individual study courses.

Certification

I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.

Signature of President/Chancellor:



Date: 2/7/11



INFORMATION ITEM E: Trenholm State Technical College, New Exempt Off-Campus Site

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Trenholm State Technical College (TRE) plans to offer courses at the following new off-campus site beginning in summer 2011:

BG William P Screws US Army Reserve Center,  
Montgomery, Alabama

Discussion: An official with TRE has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up report will be sent.

The new off-campus site proposed by TRE is exempt from Commission approval by policy because the proposed site is located within TRE's service area.

The proposal was posted on the Commission website from March 16 until April 4 for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at BG William P Screws US Army Reserve Center, Montgomery, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

**Attachment 1**

*Alabama Commission on Higher Education*

**PROPOSAL FOR A NEW OFF-CAMPUS SITE**

<b>SITE INFORMATION</b>
-------------------------

**Institution:** H. Councill Trenholm State Technical College  
**Administrator Responsible for Site**  
**Name & Title:** Charles Harris, Asst. Dean of Information Tech, Safety, & Security  
**Telephone:** 334.420.4232  
**Fax:** 334.420.4236  
**E-Mail:** charris@trenholmstate.edu  
**Contact Person at Site If Other Than Administrator Above**  
**Name & Title:** Angela Cone  
**Telephone:** 334.420.4216  
**Fax:** 334.420 4206  
**E-Mail:** acone@trenholmstate.edu

**Location of Proposed Site**  
**Facility:** BG William P Screws US Army Reserve Center  
**Street Address:** 4050 Atlanta Highway  
**City:** Montgomery **County:** Montgomery

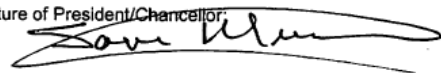
**When will you begin offering instruction at this site?**  
**Summer 2011**

Type of Site	Check One:
<b>Non-Exempt</b>	
<b>Exempt from Review by Statute</b>	
Fall 1978 registration exceeded 500.	
University operated site prior to 1960.	
Site located on military reservation.	
Business & industry site where employees only are enrolled.	
<b>Exempt from Review by Commission Policy</b>	
Courses delivered via distance learning technology.	
Prison site - courses delivered exclusively to inmates and prison employees.	
High school site exclusively for early admission, accelerated/dual enrollment.	
2-year college site located within SBE approved service area.	x
University site located within home or contiguous counties.	

*Note: Follow-up report is not required for individual study courses.*

**Certification**

I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.

Signature of President/Chancellor:   
 Date: \_\_\_\_\_



**INFORMATION ITEM F:** Trenholm State Technical College, New Exempt Off-Campus Site Housing Three Programs: Graphic Communications Technology, Drafting & Design Technology, and Computer Science at the Former Barnes and Noble Facility

**Staff Presenter:** Ms. Margaret Pearson  
Academic Program Review Analyst

**Staff Recommendation:** For information only

**Proposal:** Trenholm State Technical College (TRE) has provided information regarding the establishment of a new off-campus site at the former Barnes and Noble facility, located across US 231 from the Patterson campus. The site will be used for three to five years during renovation of buildings on the Patterson campus.

TRE plans to offer courses that will lead to an Associate in Applied Technology (AAT) in the following programs: Graphic Communications Technology, Drafting & Design Technology, and Computer Science, beginning in fall 2011.

The site will also house courses leading to the short certificate in Radio and Television Broadcasting (CIP 10.0202).

**Background:** An official with TRE has signed the institutional certification for the programs pledging that a) the new offering is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up report will be sent.

**Relationship to the Commission's Academic Program Inventory:** TRE currently has the AAT in Graphic Communications Technology at CIP 10.0399; Drafting & Design Technology at CIP 15.1301; and Computer Science at CIP 11.0101 in the Commission's Academic Program Inventory.

**Strength of the Existing Program:** According to information provided by TRE, since 2005, a total of 195 students have been enrolled in the Graphic Communications Technology program; a total of 112 have been enrolled in the Drafting & Design Technology program; a total of 858 have been enrolled in the Computer Science program; and a total of 50 have been enrolled in the Radio and Television Broadcasting short-certificate program.

**Admission and Program Completion Requirements:** Admission requirements are the same as on campus and will not change.

**Public Review:** The proposal was posted on the Commission website from April 6, 2011 until April 26,

2011 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at the Barnes and Noble facility, Montgomery, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request. facility



**INFORMATION ITEM G:** Jacksonville State University, Addition of the EdS in Counselor Education, CIP 13.1101

**Staff Presenter:** Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

**Staff Recommendation:** For information only.

**Background:** Jacksonville State University (JSU) has an existing AA certification in school counseling which was approved by the State Board of Education (SBE). Currently, completions of this teacher certification are reported at CIP 13.0101, General Education, Education Specialist (EdS). JSU has notified the staff of the intent to establish a new EdS program for this AA certification. The new program will be CIP 13.1101, Counselor Education, EdS. JSU officials have requested that the program be added to the Commission's Academic Program Inventory.

Commission guidelines state that new Educational Specialist degree programs are exempt from Commission review, if documentation is provided that they are implemented in conjunction with SBE approved sixth-year (AA) teacher certification programs. JSU's request meets this requirement.

In addition to AA certification, the program will also include a non-certification concentration in community agency counseling, which is currently contained within the EdS in General Education. The option was approved by the Commission as an extension/alteration on April 18, 2000. The option was designed for individuals who are not education employees, but who provide contractual services to school systems for diagnostic and individual counseling services.

With the move to the new program listing, this option will no longer be a part of the CIP 13.0101, General Education program. Consistent with Commission policy and operational definitions, the option will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify it as a degree program.

**Supporting Documentation:**

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.06. Available upon request.
2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

**INFORMATION ITEM H:** The University of North Alabama, Addition of Class AA Teaching Certificates in Elementary Education and Teacher Leader to the EdS in Education, General, CIP 13.0101

**Staff Presenter:** Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

**Staff Recommendation:** For information only.

**Background:** The University of North Alabama (UNA) has provided documentation that it has received approval from the State Board of Education (SBE) to offer Class AA teaching certificates in Elementary Education and Teacher Leader. The certificate completions will be reported at CIP 13.0101, the Education Specialist (EdS) in Education, General.

According to the Commission's operational definitions, new teacher certification programs are exempt from Commission review and approval but are required to be submitted to the Commission as information items. No entry will be added to the Commission's Academic Program Inventory as a result of the SBE approval of these new teacher education certificates. In addition, Commission guidelines state that new Educational Specialist degree programs are exempt from Commission review, if documentation is provided that they are implemented in conjunction SBE approved sixth-year (AA) teacher certification programs.

**Supporting Documentation:**

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM I: Jacksonville State University, Establishment of the Center for Information Security and Assurance (CISA)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Jacksonville State University (JSU) has submitted plans to the Commission for the establishment of the Center for Information Security and Assurance (CISA). The center will not award academic credit to students, therefore not requiring Commission approval.

According to information submitted by JSU, the mission of the CISA is to:

- provide leadership for information security and assurance education, research, and practice;
- to promote collaborative CISA activities within and outside JSU boundaries;
- to prepare the next generation of professionals in embarking on a life-long commitment to CISA based on ethical and professional conduct; and
- to pursue excellence in CISA technology and practice.

The CISA provides an avenue to research and education in industries such as computer and network security, digital forensics, cryptography, risk assessment and mitigation, disaster recovery and management, security regulations and compliance, and information security management.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.06. Available upon request.
2. Written unpublished documentation provided by Jacksonville State University. Available upon request.

**INFORMATION ITEM J:** Jacksonville State University, Establishment of the Institute for Research & Collaboration

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Jacksonville State University (JSU) has submitted plans to the Commission for the establishment of the Institute for Research & Collaboration. The institute will assist faculty with the pre-award, award, and post-award phases of grants and contracts. The institute will not award academic credit to students, therefore not requiring Commission approval.

According to information submitted by JSU, institute employees will have extensive backgrounds in grants and contracts to guide faculty through the life cycle of projects using standardized methods published by the Project Management Institute. The diverse team will provide several centralized functions including project management, research center development, marketing capabilities, website management, administrative support, project evaluation, inventory management, time management/billing and reporting, and developing processes and procedures to meet deliverable requirements.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.06. Available upon request.
2. Written unpublished documentation provided by Jacksonville State University. Available upon request.

<u>INFORMATION ITEM K:</u>	<u>Summary of Post-Implementation Reports</u>
<u>Staff Presenter:</u>	Mrs. Ellen E. Haulman Director of Instruction and Special Projects
<u>Staff Recommendation:</u>	That the Commission receive the post-implementation reports submitted by the institutions listed below.
<u>Background:</u>	<p>The following post-implementation reports in the summary were submitted in 2010.</p> <p>Programs That Met Post-Implementation Conditions:</p> <ul style="list-style-type: none"><li>• The University of North Alabama, Social Science, BA/BS, CIP 45.0101</li></ul> <p>Programs That Did Not Meet Post-Implementation Conditions:</p> <ul style="list-style-type: none"><li>• Athens State University, Bachelor of Science in Social Science (CIP 45.0101) [<i>See the request for post-implementation amendment in this packet</i>]</li><li>• Jacksonville State University, Manufacturing Systems Technology, MS, CIP 15.9999 [<i>See the request for post-implementation amendment in this packet</i>]</li></ul> <p>The following post-implementation reports in the summary were submitted in 2011.</p> <p>Program That Met Post-Implementation Conditions:</p> <ul style="list-style-type: none"><li>• Auburn University, Music, BA, CIP 50.0901</li></ul>
<u>Supporting Documentation:</u>	<ol style="list-style-type: none"><li>1. Unpublished post-implementation reports submitted by the institutions. Available upon request.</li><li>2. "Summary of 2009 Reports on Post-Implementation Conditions," attached.</li></ol>

**Summary of Reports on Post-Implementation Conditions  
[Listed by Institution]**

**2010 Reports**

**Athens State University**

Not Meeting Conditions:

Program: Social Science, BS, CIP 45.0101

Approved by Commission: June 24, 2005

Proposed Implementation Date: August 2005

Actual Implementation Date: August 2005 (on schedule)

Post-Implementation Conditions:

- 1) That the annual average new admissions (headcount) for 2005-06 to 2009-10 will be at least 22, based on the proposal.
- 2) That the annual average number of graduates for the Academic Years 2005-06 through 2009-10 will be at least 20, based on the proposal.
- 3) That a follow-up survey will be conducted after the five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Social Science, BS, CIP 45.0101	Average New Admissions Headcount	Average Number of Graduates, 2005-06 – 2009-10	Percentage of Graduates Employed in Field
Required	22	20	75%
Reported	30	16	100%

Condition 4: The post-implementation report included a detailed overall assessment of the program. The program suffered a decline in enrollment in its second year, but has rebounded since then. Since the first year of the program, headcount enrollment in the program has almost tripled.

The program was implemented to take the place of the former social science curriculum within ATSU's College of Education, in response to the requirements of No Child Left Behind. The new curriculum was more demanding than the former, requiring 39 hours as opposed to 31 in the original education program. Some students were not willing or able to complete the new curriculum, which affected completions in the program. Program officials stated that, in retrospect, the initial projections for the program were overly optimistic.

---

**Jacksonville State University**

Not Meeting Conditions:

Program: Manufacturing Systems Technology, MS, CIP 15.9999

Approved by Commission: March 11, 2005

Proposed Implementation Date: August 2005

Actual Implementation Date:

Post-Implementation Conditions:

- 5) That the annual average new admissions (headcount) to the program for 2005-06 to 2009-10 will be at least 12, based on proposal.
- 6) That the annual average number of graduates for the Academic Years 2007-08 through 2009-10 will be at least 8, based on proposal.
- 7) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 8) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Manufacturing Systems Technology, MS, CIP 15.9999	Admissions Headcount	Graduates	Percentage of Graduates Employed in Field
Required	12	8	75%
Reported	10	3	100%

Condition 4: The report provided information on graduate student assessment of the faculty. Student recommendations on curriculum led to an alteration of curriculum. As an alternative to a required six hour comprehensive project, students may take an additional six hours of coursework.

Also as the result of departmental evaluations, the entire program is now offered online. This has resulted in a 38 percent increase in enrollment.

The illness of the graduate coordinator and lead faculty member within four months of implementation adversely affected the program, delaying the implementation of some of the courses. Because of the economic downturn in the economy that began in 2007, several students had to discontinue their enrollment, because of unemployment or because of the extra time and demands placed on them in their current jobs.

According to JSU officials, there were thirteen new students that enrolled in the program in fall 2010. A total of eight students were projected to graduate between December 2010 and August 2011.

---

**The University of North Alabama**

Meeting Conditions:

Program: Social Science, BA/BS, CIP 45.0101

Approved by Commission: June 24, 2005

Proposed Implementation Date: August 2005

Actual Implementation Date: August 2005 (on schedule)

Post-Implementation Conditions:

- 1) That the annual average new enrollment (headcount) for 2005-06 to 2009-10 will be 27.
- 2) That the annual average number of graduates for the Academic Years 2005-06 through 2009-10 will be at least 10, based on the proposal.
- 3) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Social Science, BA/BS, CIP 45.0101	New Headcount Enrollment	Graduates	Percentage of Graduates Employed in Field
Required	27	10	75%
Reported	55	13	88%

- Condition 4: The post-implementation report included a detailed overall assessment of the program. Students must take the PRAXIS II: Social Studies: Content Knowledge as the exit exam for the Social Science program. The UNA mean score has exceeded the minimum required Alabama score each year. The UNA score has continued to improve each year. Students are tested in US History; World History; Government/Civics/Political Science; Geography; Economics; and Behavioral Sciences. UNA's scores in four of these areas exceeded the national average in 2008-09.



## 2011 Reports

### **Auburn University**

#### Meeting conditions:

Program: Music, BA, CIP 50.0901

Approved by Commission: September 23, 2005

Proposed Implementation Date: January 2006

Actual Implementation Date: August 2006 (delayed)

Post-Implementation Conditions:

- 1) That the annual average headcount enrollment in the Bachelor of Arts (BA) program for the first five years will be at least 12, based on the proposal.
- 2) That beginning in 2006-07, the annual average number of graduates for the three through five will be at least 8, based on the proposal.
- 3) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates who sought employment or further education were successful in acquiring related employment or placement in graduate school.
- 4) That documentation be provided concerning accreditation review by the National Association of Schools of Music (NASM).
- 5) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.
- 6) That information be provided concerning enrollment and completions in the related Bachelor of Music Education (BMEd), beginning in 2006-07.

Music, BA, CIP 50.0901	Headcount Enrollment	Graduates	Percentage of Graduates Employed in Field
Required	12	8	75%
Reported	27	17	75%

**Condition 1 and 6:** In addition to the average of 27 students enrolled in the BA program, the average enrollment in the related music education program is 72.

**Condition 2 and 6:** The data submitted included music and music education students. Students in the music teacher education program are required to complete the requirements in the music program, as well as the required teacher education coursework.

**Condition 4:** Final accreditation approval for the program was granted by the National Association of Schools of Music (NASM) in November 2010.

**Condition 5:** A program assessment was provided. There was a change in the Music Department leadership during the period, which slowed down the submission of accreditation plans to NASM. The program provides the requisite “double major” that music education students must have in order to be “highly qualified” under Alabama’s “No Child Left Behind” requirements.

AU’s internal assessment of the program revealed that most students who decide to remain in the degree program complete the courses in an appropriate time frame and develop the requisite skills.

**INFORMATION ITEM L:** Implementation of Approved Programs

**Staff Presenter:** Mrs. Ellen E. Haulman  
Director of Instruction and Special Projects

**Staff Recommendation:** For information only.

**Background:** Commission guidelines state that a new program should be implemented in accordance with the timeline presented in the proposal. They further state that any institution having an approved program must notify the Commission in writing when the program is implemented (that is, when the institution has admitted the first student or students into the program). The institution also must notify the Commission in writing if the stated date or academic term of implementation changes. If the program is not implemented within 24 months of the date of approval, regardless of whether the Commission has been notified of the delay, the approval will expire, and the program will be removed from the Commission's Academic Program Inventory. Once an approval has expired, an institution must submit a new program proposal and receive Commission approval of the new proposal in order to offer the program.

**Programs Implemented:** In accordance with these guidelines, the following institutions have sent notification that the programs listed have been implemented.

Athens State University

Program: Art, BA, CIP 15.0803  
Approval date: June 18, 2010.  
Implementation date: August 2010 (on schedule).  
Post-implementation report date: September 1, 2015.

Auburn University

Program: Biosystems Engineering, MS and PhD,  
CIP 14.0301  
Approval date: June 18, 2010.  
Implementation date: August 2010 (on schedule).  
Post-implementation report date: September 1, 2015.

Program: Polymer and Fiber Engineering, PhD,  
CIP 14.3201  
Approval date: June 18, 2010.  
Implementation date: August 2010 (on schedule).  
Post-implementation report date: September 1, 2015.

Program: Real Estate Development, MRED, CIP 03.0206  
Approval date: March 13, 2009.  
Implementation date: May 2010 (on schedule).  
Post-implementation report date: July 1, 2015.

Auburn University at Montgomery

Program: Organizational Leadership, BS, CIP 52.0213  
Approval date: March 12, 2010.  
Implementation date: August 2010 (on schedule).  
Post-implementation report date: September 1, 2015.

Drake State Technical College

Program: Medical Assisting Technology, AAT, Certificate,  
CIP 51.0801  
Approval date: December 4, 2009.  
Implementation date: May 2010 (on schedule).  
Post-implementation report date: June 5, 2015.

Program: Automotive Service Technology, AAT,  
CIP 15.0803  
Approval date: September 10, 2010.  
Implementation date: January 2011 (on schedule).  
Post-implementation report date: September 1, 2016.

Program: Heating and Air Conditioning Technology, AAT,  
CIP 47.0201  
Approval date: September 10, 2010.  
Implementation date: January 2011 (on schedule).  
Post-implementation report date: September 1, 2016.

Marion Military Institute

Program: Military Technology, Certificate, CIP 29.0399  
Approval date: June 18, 2010.  
Implementation date: January 2011 (on schedule).  
Post-implementation report date: September 1, 2016.

Northwest Shoals Community College

Program: Industrial Maintenance Technology, AAS,  
Certificate, CIP 47.0303  
Approval date: March 12, 2010.  
Implementation date: August 2010 (on schedule).  
Post-implementation report date: September 1, 2015.

The University of North Alabama

Program: Mass Communication, BA/BS, CIP 09.0102  
Approval date: June 18, 2010.  
Implementation date: August 2010 (on schedule).  
Post-implementation report date: September 1, 2015.

Program: Geospatial Science, MS, CIP 45.0799  
Approval date: June 18, 2010.  
Implementation date: August 2010 (on schedule).  
Post-implementation report date: September 1, 2015.

The University of North Alabama (continued)

Program: Entertainment Industry, BA/BS, CIP 50.1001  
Approval date: June 18, 2010.  
Implementation date: August 2010 (on schedule).  
Post-implementation report date: September 1, 2015.

Programs Not Implemented:

Commission approval has expired for the following programs that were not implemented by the implementation deadline.

None.

Supporting Documentation:

"Guidelines on Implementation of a New Program," adopted by the Commission on October 12, 2001, revision approved on September 23, 2005. Available upon request.

**INFORMATION ITEM M:** Changes to the Academic Program Inventory

**Staff Presenter:** Mrs. Ellen Haulman  
Director of Instruction and Special Projects

**Staff Recommendation:** For information only.

**Background:** According to the Commission's definitions relating to program review (Alabama Administrative Code, Chapter 300-2-1, Review of Programs & Other Units of Instruction), additions and certain extensions or alterations of units and programs of instruction must be submitted as information items not requiring Commission approval. Examples of information items, according to the operational definitions, include: 1) changes in program titles or CIP codes or degree nomenclatures at the same level (except doctoral) provided no changes in program requirements, content, or objectives are made, and provided the new nomenclature replaces the current designation; 2) programs placed on inactive status or deleted from the Academic Program Inventory; 3) change in award for completion from Diploma to Associate in Applied Technology in technical colleges provided certain conditions are met; 4) change in award for completion from Associate in Applied Technology to Associate in Applied Science in technical colleges provided certain conditions are met; and 5) change in award for completion from Diploma and/or Certificate to Associate in Applied Science in community colleges.

**Supporting Documentation:**

1. Academic Program Inventory. Available on the Commission's Website: [www.ache.alabama.gov](http://www.ache.alabama.gov)
2. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.06. Available upon request.
3. Written unpublished documentation provided by the institutions. Available upon request.

ALABAMA COMMISSION ON HIGHER EDUCATION  
 Friday, June 10, 2011

A. Program Inventory Deletions

Institutions may voluntarily elect to delete program entries/awards from the Commission's Academic Program Inventory. However, institutions understand that these programs/awards cannot be reinstated to the Academic Program Inventory in the future without undergoing the regular process for new program review and approval.

Alabama State University	13.1101	Counseling (Shared with AUM), EdS
Auburn University in Montgomery	13.1101	Counseling (Shared with ASU), EdS

B. Changes in CIP Codes, Program Titles, or Degree Nomenclature

The following changes in CIP codes, program titles, or degree nomenclature represent no changes in program requirements, content, and objectives and are recommended as information items.

Faulkner State Community College	<del>51.0812</del> <u>51.0908</u>	Respiratory Therapy Assistant, AAS
Shelton State Community College	<del>51.0812</del> <u>51.0908</u>	Respiratory Therapy Assistant, Certificate, AAS
Wallace State Community College (Dothan)	<del>51.0812</del> <u>51.0908</u>	Respiratory Therapy Tech, Certificate, AAS
Wallace State Community College (Hanceville)	<del>51.0812</del> <u>51.0908</u>	Respiratory Therapy Tech, AAS
The University of South Alabama	13.1210	Early Childhood Education Studies, BS
	51.1199	Pre Professional Health Sciences, BPHS

Note: "Strike Outs" indicate original CIP code, program title, or degree nomenclature and "Underlines" indicate changes.

C. Programs Placed on Inactive Status

In accordance with Commission policy, the following program inventory entry is placed on inactive status as of June 10, 2011. The institution may reinstate this program to active status within five years of June 10, 2011, without submitting a program proposal for approval. However, the institution will inform the Commission of program reinstatement by information item that provides evidence of adequate resources and student demand to reactivate the program. If the program has not been reinstated within five years after being placed on inactive status, it will be removed from the Commission's Academic Program Inventory. If an institution wishes to offer a program that has been deleted from the inventory based on its inactive status, a new program proposal must be submitted for Commission review and action.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 10, 2011

Auburn University	13.1201	Adult and Continuing Education, BS
	14.9999	Textile Management & Technology, BTMT



INFORMATION ITEM N: Implementation of Distance Education Programs

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Commission policy states that academic programs approved by the Commission do not require additional approval to be configured and offered as distance education programs. However, institutions preparing to offer existing programs as distance education offerings must report this intent to the Commission prior to implementation.

In compliance with the Commission's policy on distance education, the following institution has reported plans to implement the distance education programs listed.

Troy University:

Elementary Education, MEd - CIP 13.1202

Early Childhood Education, MEd – CIP 13.1210

Elementary Education, EdS – CIP 13.1202

Early Childhood Education, EdS – CIP 13.1210

Sport and Fitness Management, MS – CIP 31.0504

Supporting Documentation:

1. "Policy on Distance Education," Ala. Admin Code (Commission on Higher Education), r. 300-2-3-.04. Available upon request.
2. Written unpublished documentation provided by the institutions. Available upon request.

# Institutions of Higher Education

