

## **Alabama Commission on Higher Education**

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Montgomery, AL 36104

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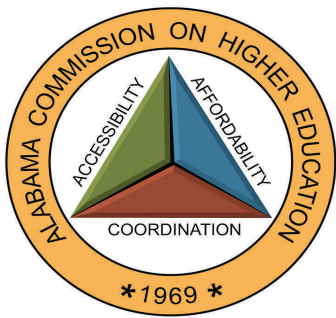
Website: [www.ache.alabama.gov](http://www.ache.alabama.gov)

# **COMMISSION MEETING**

**September 9, 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



# AGENDA

## ALABAMA COMMISSION ON HIGHER EDUCATION

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

September 9, 2011  
9:30 a.m.

<b>I. Call to Order</b>	
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**IX. Adjournment**

# ALABAMA COMMISSION ON HIGHER EDUCATION

## MINUTES OF MEETING

June 10, 2011

### I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, June 10, 2011 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Coleman called the meeting to order at 9:30 a.m.

Commissioner Coleman welcomed college presidents, institutional representatives, and guests. He extended a special welcome to his wife, Tiffany.

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

Members present: Jeff Coleman, Ralph Buffkin, Missy Smith, Roberta Watts, Charles Ball, Tom Davis, William Powell, Sydney Raine, Philip Dotts, and Larry Hughes. A quorum was determined by voice roll call of members present.

### III. Approval of Agenda

RESOLVED: Commissioner Buffkin moved for approval of the agenda. Ball seconded. Motion carried. The agenda was approved.

### IV. Consideration of Minutes of March 11, 2011

RESOLVED: Commissioner Raine moved for approval of the March 11, 2011 minutes. Commissioner Ball seconded. The minutes were approved.

### V. Chairman's Report

Commissioner Coleman welcomed Dr. Roberta Watts. He commented on an article published by the Dothan Eagle, "Cost of College." He challenged the Commission and those present to continue to create opportunity, access, and affordability to the citizens of Alabama.

Commissioner Coleman made the following announcements:

- The Executive Committee of the Commission met on May 20, 2011 to discuss the non-resident institution fee structure.
- Participated in the Twenty-first Leadership Alabama. Also in attendance and graduates of the program were Chancellor Freida Hill-ADPE, Presidents Mark Heinrich-Shelton State, Sam Munnerlyn-Trenholm State, and James Lowe-Bishop State. He commended the two-year system for their presentation to the group and expressed his appreciation of how well they represented higher education.
- Attendance of oldest daughter, Mary, at Girls State/Troy University. *"Thanks to Troy in what they do to help build up that program."*

ALABAMA COMMISSION ON HIGHER EDUCATION  
Minutes of Meeting  
Friday, June 10, 2011

- Recital of poem by youngest daughter, Abigail, to her sixth grade graduating class. He shared the poem with the Commission:

*It Only Takes One*

*One song can spark a moment, one flower can wake the dream  
One tree can start a forest. One bird can herald the spring.  
One smile begins a friendship. One handclasp lifts the soul.  
One star can guide a ship at sea. One word can frame the goal.  
One vote can change a nation. One sunbeam lights a room.  
One candle wipes out darkness. One laugh will conquer gloom.  
One step must start each journey. One word starts each prayer.  
One hope will raise our spirits. One touch can show you care.  
One voice can speak with wisdom. One heart can know what's true.  
One life can make the difference. You see it's up to you.*

*Author-anonymous*

Commissioner Coleman then asked for a moment of silence for the victims of the recent storms in the state and for veterans.

Resolutions were presented to Commissioners Davis and Buffkin who have completed their terms of office with the Commission. Copies of the Resolutions will be filed in the official minutes of the Alabama Commission on Higher Education.

Commissioner Buffkin commented that when Governor Riley appointed him, he was told that this position would be a "working position," and that he has tried to approach it that way. He stated that he has enjoyed dealing with all the elements in education and that he appreciates the opportunity to serve.

Commissioner Coleman concluded his report by congratulating Commissioners Davis and Buffkin for their service.

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

- \*A. Ratify Executive Committee's Decision to seek Statutory Change
- B. Request Authority to seek Change in ACHE's Administrative Code
- C. Approval of New Fee Schedule for Programmatic Review of Non-Alabama Postsecondary Institutions

*\*If legislative relief is not granted under Item A, all items will be withdrawn.*

Dr. Fitch announced that the ACHE staff has been recognized again as gold award winner for the State Combined Campaign at 111.79 percent. Since he has been with the Commission, the staff has exceeded the campaign goal of giving even though it is a challenge considering the fact that there have been no salary increases. He is appreciative that the staff continues to give.

He informed the Commissioners of Act 2011-209 signed by the Governor which calls for a paperless society. Therefore, all ACHE notices will be communicated to the public via email. Commissioners will continue to receive Commission meeting material by mail.

Dr. Fitch commended Ms. Teresa Hutcheson, who recently retired from the ACHE accounting department, for her years of service. The staff put together a scrap book where every staff member has taken a page and written a personal letter to her in recognition of her service. Mr. Walter Hutcheson accepted a Certification of Appreciation on her behalf (copy attached).

He also mentioned the retirement of Dr. Joe Morton. He expressed his appreciation to Dr. Morton and his staff for working with ACHE on many issues including ATRIP, remedial education, and the student loan data base. Dr. Morton will be missed for his leadership in the state.

He announced that there have been new federal regulations established that will require all out-of-state institutions, public and private, independent and proprietary to register with the state and submit to program review. These new regulations take effect July 1, 2011 and allows for states to charge a fee to institutions operating in their state. Since the new guidelines have been announced, ACHE has received over 150 requests and staff workload has increased.

The ACHE Executive Council approved the opportunity for ACHE to go to the legislature to seek an amendment to the Alabama Code 16-5-10 (14) which would authorize the Commission to establish a schedule of programmatic review fees for non-Alabama institutions. Unfortunately, due to the timing with the federal government and the legislature, the bill did not it through. Dr. Fitch then requested that Items A, B, and C be withdrawn from the agenda.

RESOLVED: Commissioner Ball moved to delete Items A, B, and C from the agenda. Hughes seconded. Motion carried.

Dr. Fitch affirmed that ACHE will continue to review what is submitted; however, with the increase in applications in just the past few weeks, it will be challenging for staff.

Commissioner Coleman stated that ACHE will continue to work on this issue.

## **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 A&M University, Bachelor of Science in Criminal Justice (CIP 43.0103)

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

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RESOLVED: Smith moved that the Commission accept the staff recommendation for approval. Powell seconded. Commissioners voted 9 yes and 1 abstention. Motion carried.

2. Chattahoochee Valley Community College, Associate in Applied Science and Certificate in Applied Technology (CIP 15.0613)

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

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

3. Ingram State Technical College, Associate in Applied Technology and Certificate in Heating & Air Conditioning Technology (CIP 47.0201)

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. Smith seconded. Motion carried.

4. Auburn University, Bachelor of Science in Natural Resources Management (CIP 03.0201)

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. Davis seconded. Motion carried.

5. University of Alabama in Huntsville, Bachelor of Fine Arts in Art (CIP 50.0701)

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. Raine seconded. Motion carried.

6. University of Montevallo, Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies (CIP 30.9999)

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. Davis 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. Wallace State Community College (Dothan), Addition of an Option in Cyber Security/Computer Forensics to the Existing AAS in Criminal Justice (CIP 43.0107)

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. Dotts seconded. Motion carried.

2. Faulkner State Community College, Addition of an Option in Industrial Engineering Technology to the Existing AAS in Industrial Maintenance (CIP 47.0303)

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

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

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)

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. Dotts seconded. Motion carried.

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)

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

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

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)

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

RESOLVED: Smith moved that the Commission accept the staff recommendation for approval. Raine seconded. Motion carried.

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

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. Ball seconded. Motion carried.

7. Jacksonville State University, Addition of Three Concentrations to the Existing MEd in Physical Education (CIP 13.1314)

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

RESOLVED: Watts moved that the Commission accept the staff recommendation for approval. Smith seconded. Motion carried.

8. University of Montevallo, Addition of a Concentration in Nutrition and Wellness to the Existing BS in Kinesiology (CIP 31.0501)

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. Powell seconded. Motion carried.

**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)

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

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

2. Athens State University, Bachelor of Science in Social Science (CIP 45.0101)

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. Powell seconded. Motion carried.

#### **IX. Information Items**

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

- A. Implementation of Non-Degree Programs at Senior Institutions
- B. Implementation of New Certificate Programs (Less than or Equal to 29 Semester Hours)
- C. Auburn University, New Exempt Off-Campus Site
- D. Central Alabama Community College, New Exempt Off-Campus Site
- E. Trenholm State Technical College, New Exempt Off-Campus Site
- 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
- G. Jacksonville State University, Addition of the EdS in Counselor Education (CIP 13.1101)
- 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)
- I. Jacksonville State University, Establishment of the Center for Information Security and Assurance (CISA)
- J. Jacksonville State University, Establishment of the Institute for Research & Collaboration
- K. Summary of Post-Implementation Reports
- L. Implementation of Approved Programs
- M. Changes to the Academic Program Inventory
- N. Implementation of Distance Education Programs

**X. Adjournment**

The meeting was adjourned at 10:35 a.m. The next meeting of the Commission is scheduled for September 9, 2011.

\_\_\_\_\_  
Jeff Coleman, Vice-Chairman

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

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

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

DECISION ITEM A: Fiscal Year 2011-12 Operations Plan

**EXECUTIVE SUMMARY**

**Reason for Action:** The Executive Budget Office requires that each agency submit a spending plan for each fiscal year. This plan, which was due to the Executive Budget Office on July 29, 2011, was submitted in draft form pending approval of the Commission.

**Summary:** In Fiscal Year 2011-12, the Commission's total budget will be \$22,989,654. This is an increase of \$353,333 from FY 2010-11's original un-prorated budget of \$22,636,321.

**DECISION ITEM A:** Fiscal Year 2011-12 Operations Plan

**Staff Presenter:** Mrs. Veronica M. Harris  
Director of Agency Fiscal Services & Accounting

**Staff Recommendation:** That the Commission on Higher Education approve the Fiscal Year 2011-12 Operating Plan.

**Background:** The purpose of the Operations Plan is to ensure that the objectives of the Legislature's FY 2012 appropriations are satisfied. Each agency is required to submit a plan for each budget unit showing expenditures for each quarter of the fiscal year. This plan, which was due to the Executive Budget Office on July 29, 2011, was submitted in draft form pending approval of the Commission.

In Fiscal Year 2011-12, the Commission's total budget will be \$22,989,654. This is an increase of **\$353,333** from FY 2010-11's original un-prorated budget of \$22,636,321. Additionally, we have three new programs, which are the Resource Conservation & the Development Program, the Soil and Water Conservation Committee Program, and the Alabama Forestry Foundation Black Belt Initiative. The programs listed below received the following decreases/increases in the FY 2011-12 budgets:

Alabama Student Assistance Program	\$ ( 86,906)
Alabama Student Assistance (Knight)	611,845
Alabama Student Grant Program	( 632,465)
Alabama National Guard Program	( 18,051)
Chiropractic Scholarship Program	( 8,015)
Policemen/Firefighters Tuition Act	( 4,780)
Washington Internship Program	( 31,500)
Experimental Program to Stimulate Resch.	( 36,826)
Alabama Agricultural Land Grant Alliance	( 931,029)
ACHE Planning and Coordination (O &M)	(149,271)
Network of Academic Libraries	( 9,705)
Southern Regional Education Board	( 20,134)
Articulation System	(12,077)
SUPER	( 39,753)
Resource Conservation & Development	716,400
Soil and Water Conservation	805,600
Alabama Forestry Foundation	200,000
<b>Total</b>	<b>\$ 353,333</b>

As for sources of revenue, in the coming fiscal year, approximately 77.0% of the Commission's funds come from the state's Education Trust Fund, 10.0% from the federal government, 1.0% from local funds and 13.0% from Knight v Alabama Settlement (Diversity Scholarships). In FY 2011-12, approximately 85.0% of the Commission's budget will be directed toward Grants and Benefits. The operations portion of the budget represents approximately 15.0% of the total funds available.

**Supporting Documentation:**

1. EBO Form 8. Agency Summary. Attached.
2. FY 2010-11 Operations Plan. Entire Document. Available upon request.

OPERATIONS PLAN  
FISCAL YEAR 2011-2012

AGENCY NO. 319

EBO FORM NO. 8

REVISION NO.:

DATE:

AGENCY NAME: ALABAMA COMMISSION ON HIGHER EDUCATION

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APPROPRIATION UNIT NAME:	AGENCY SUMMARY	APPROPRIATION UNIT NO.:	152, 153, 172, 189, 151
ACTIVITY NAME:	ALL ACTIVITIES	ACTIVITY NO.:	ALL
BUDGET ORG. NAME:		BUDGET ORG NO.:	

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OBJECTIVE	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER	TOTAL
NUMBER OF EMPLOYEES:	28	28	28	28	XXXXXXXXXX

CODE EXPENDITURES BY  
NO. MAJOR OBJECT:

01	PERSONNEL COSTS	667,460	521,618	524,009	444,556	2,157,643
02	EMPLOYEE BENEFITS	188,362	159,214	160,014	151,981	659,571
03	TRAVEL-IN-STATE	8,650	4,475	5,475	8,300	26,900
04	TRAVEL-OUT-OF-STATE	9,400	-	1,200	3,600	14,200
05	REPAIRS AND MAINTENANCE	1,000	350	350	600	2,300
06	RENTALS & LEASES	100,500	82,500	82,900	82,900	348,800
07	UTILITIES & COMMUNICATIONS	4,750	2,990	2,990	3,040	13,770
08	PROFESSIONAL SERVICES	73,150	26,950	26,750	26,550	153,400
09	SUPPLIES & OPERATIONS	68,247	40,742	40,942	84,720	234,651
10	TRANSPORTATION EXPENSES	1,000	500	500	1,000	3,000
11	GRANTS, BENEFITS & CLAIMS	6,341,568	4,335,417	4,329,626	4,344,607	19,351,218
12	CAPITAL OUTLAY					
13	TRANSPORTATION PURCHASES					
14	OTHER EQUIPMENT PURCHASES	1,500	-	-	22,701	24,201
15	DEBT SERVICE					
16	NON-EXPENDITURE DISB.					
	TOTAL EXPENDITURES	7,465,587	5,174,756	5,174,756	5,174,555	22,989,654

SOURCE OF FUNDS

FUND FUND NAME  
NO.

403	FUNDS BROUGHT FWD(FEDERAL)	462,100				462,100
754	FUNDS BROUGHT FWD (TSPAT)	25,000	25,000	25,000	25,000	100,000
200	ETF	4,515,524	4,381,006	4,381,006	4,380,805	17,658,341
403	FEDERAL AND LOCAL	1,694,213				1,694,213
458	AGSLP					
1160	FUNDS BROUGHT FWD(MONITOR)	18,750	18,750	18,750	18,750	75,000
778	SAILS					
200	COLA SALARY INCREASE					
1170	AL STUDENT ASSISTANCE KNIGHT	750,000	750,000	750,000	750,000	3,000,000

TOTAL SOURCE OF FUNDS	7,465,587	5,174,756	5,174,756	5,174,555	22,989,654
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EBO USE ONLY

DATE:

APPROVED: \_\_\_\_\_

A: \_\_\_\_\_

DATE: \_\_\_\_\_

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, September 9, 2011

DECISION ITEM B: Approval of 2012 Meeting Schedule

**EXECUTIVE SUMMARY**

**Reason for Action:** So that the deadlines may be established for the submission of items to the Commission for review.

**Proposed Meeting Schedule for 2012:**

March 9, 2012  
June 8, 2012  
September 14, 2012  
December 7, 2012



**DECISION ITEM B:** Approval of 2012 Meeting Schedule

Staff Presenter: Tim Vick  
Director of Operations and Fiscal Services

Staff Recommendation: That the Commission approve the proposed meeting schedule for 2012.

Proposed Meeting Schedule for 2012

March 9, 2012  
June 8, 2012  
September 14, 2012  
December 7, 2012

Background: The proposed schedule was developed with the following considerations:

1. The statute requires the Commission to meet at least once every three months.
2. A meeting is necessary in December to adopt the Unified Budget Recommendation.
3. The proposed schedule attempts to accommodate state and federal holidays.

Supporting Documentation: None.

DECISION ITEM C-1: Auburn University at Montgomery, Master of Science in Information Systems Management (CIP 52.1201)

### **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 Master of Science (MS) in Information Systems Management program will prepare students to become leaders in the field of information technology management. The program will offer instruction and potential research opportunities, providing graduates with the knowledge and skills to effectively access and manage these and evolving information systems used by organizations. The program will also provide a broad training on business systems management

**Role:** The proposed program is within the instructional role recognized by the Commission for Auburn University at Montgomery (AUM).

**Mode of Delivery:** The majority of the courses in the program will be taught in a hybrid course model with at least fifty percent of the instruction done in an online format.

**Similar Programs:** Two programs are currently at the master's level at CIP 52.1201 in the Commission's Academic Program Inventory. Auburn University (AU) has an MS in Management Information Systems, and the University of Alabama in Huntsville (UAH) has a Master of Science in Information Systems (MSIS) in Information Systems.

**Collaboration:** There are no plans for collaboration with other institutions. AUM has approached other institutions about collaborative efforts but there are no opportunities at this time.

**Resources:** The proposal projected that a total of \$490,000 in estimated new funds will be required to support the proposed program. A total of \$539,099 will be available through tuition and internal reallocation.

**Public Review:** The program was posted on the Commission website from June 16 until July 6 (twenty days) for public review and comments. No comments were received.

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

1. The proposed program will build on an existing option in AUM's Master of Business Administration (MBA) program, making use of several courses that are already available.
2. The program will provide a specialized master's degree for individuals in the Montgomery area, which is a major hub for the information technology industry.
3. Several area employers provided letters of support for the program, stating the need for the program to support area industry.

DECISION ITEM C-1: Auburn University at Montgomery, Master of Science in Information Systems Management (CIP 52.1201)

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

Staff Recommendation: That the Commission approve the proposed Master of Science in Information Systems Management.

Implementation Date: The proposed program will be implemented in January 2012. Based on Commission policy, the proposed program must be implemented by September 9, 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 2012-13, will be at least 12, based on the proposal.
2. That the annual average number of graduates for the period 2013-14 through 2016-17 (four-year average) will be at least 7, 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 acceptance to 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 at Montgomery (AUM) 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 February 1, 2017.

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 at Montgomery program proposal, submitted May 20, 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 at Montgomery

PROGRAM Master of Science in Information Systems Management (CIP 52.1201)

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

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
FACULTY	\$95,000	\$95,000	\$95,000	\$95,000	\$95,000	\$475,000
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
ASSISTANTSHIPS/ FELLOWSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$6,000	\$3,000	\$2,000	\$2,000	\$2,000	\$15,000
<b>TOTAL</b>	<b>\$101,000</b>	<b>\$98,000</b>	<b>\$97,000</b>	<b>\$97,000</b>	<b>\$97,000</b>	<b>\$490,000</b>

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
INTERNAL REALLOCATIONS	\$33,000	\$16,500	\$0	\$0	\$0	\$49,500
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$69,228	\$86,845	\$97,250	\$108,154	\$128,122	\$489,599
<b>TOTAL</b>	<b>\$102,228</b>	<b>\$103,345</b>	<b>\$97,250</b>	<b>\$108,154</b>	<b>\$128,122</b>	<b>\$539,099</b>

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2012-13	2013-14	2014-15	2015-16	2016-17	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	9	11	12	13	15	12
NEW ENROLLMENT HEADCOUNT	9	11	12	13	15	12 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	4	6	8	10	7

## Attachment 2

### Summary of Background Information

Master of Science in Information Systems Management  
Auburn University at Montgomery

**Role:** The proposed program is within the instructional role recognized by the Commission for Auburn University at Montgomery (AUM).

**Objectives:** The proposed Master of Science in Information Systems Management program will prepare students to become leaders in the field Information Technology Management. The program will offer instruction and potential research opportunities providing graduates with the knowledge and skills to effectively access and manage these and evolving information systems used by organizations. The program will also provide a broad training on the business systems management.

Upon completion of this program, graduates will be able to:

- Demonstrate an understanding of the various aspects of the management of information technology and systems.
- Assess risks associated with information systems faced by an organization, and the development and management of a contingency plans.
- Demonstrate an understanding of the impact that new and existing technologies have on the management and resolution of business problems.
- Assess the impact of legal issues and company policies on information systems and organizational objectives as they relate to the organization's use of information technology.
- Manage the processes involved in the development, acquisition, evolution, and management of an information system.
- Understand the importance of life-long learning and professional development for professionals involved with information systems management.

The proposed program will build on the current strengths in the Department of Information Systems and Decision Sciences (ISDS) in AUM's School of Business. The program will also expand upon the training offered as part of the Storage Area Network Center of Excellence.

**Assessment of Program Outcomes:** The program goals and objectives will be assessed annually. Upon completion of the annual assessment, goals will be developed for the next annual cycle. The program will be reviewed and assessed as part of the ongoing accreditation process as well. The assessment process includes a direct assessment of defined learning outcomes that will occur in a "capstone" class. This process will include an assessment of knowledge and skills related to the learning outcomes in the program. One measure will focus on a critical analysis of a case or project. The other will assess knowledge through specific test questions.

Finally, indirect assessment of the learning outcomes will involve a survey of students as they graduate, a survey of alums, and a survey of employers. These surveys have been designed to obtain information about the value of the program and the learning goals within the program.

**Administration:** The program will be administered by the AUM School of Business, Dr. Jane Goodson, dean, and by the acting program coordinator for the Department of Information Systems and Decision Sciences, Dr. Bob Gehling.

**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 Alabama Council of Graduate Deans. Four deans submitted responses in the initial review. Questions on the proposal included the adequacy of faculty resources, the need for the program, and the adequacy of the assessment model. One of the four stated that such a program is needed in central Alabama.

AUM provided a detailed response to the questions and comments submitted by the graduate deans. In particular, the response provided additional information concerning the need for the program. It noted the presence of 130 information technology (IT) companies in the Montgomery area, in addition to that of an important Department of Defense data-processing center at the Gunter Annex of Maxwell Air Force Base. Non-government companies with data centers in Montgomery mentioned in the response included Hyundai and Alfa Insurance, as well as a growing number of companies that supply parts to Hyundai and the Kia plant in West Point, Georgia.

CGI, a global technology solutions provider, recently opened a development center between Troy and Montgomery. Prior to the decision to locate in the area, company officials discussed the possibilities of educational opportunities for the employees with AUM representatives.

After reviewing AUM's response, four deans participated in the final review of the proposal. Three recommended approval of the program, and one recommended disapproval.

**Accreditation:** AUM's existing MBA program is accredited by the Association to Advance Collegiate Schools of Business International (AACSB). If approved by the Commission, AUM will request that AACSB consider inclusion of the program as part of that accreditation.

**Curriculum:** The new program will build on courses available in AUM's MBA program. The following new courses will be added:

Information Technology Law and Ethics	3 semester hours
Current Issues in Information System Management	3
Advanced Network Security	3
Integrating Information Technologies	3

According to the proposal, the proposed program is not intended to be a "lock-step" program requiring a group of students to go through a prescribed series of scheduled classes. Instead, new students will be permitted to start the program any term. Students will also be permitted, depending on their personal schedules, to progress through the program at their own pace which may include skipping a term(s).

**Program Requirements:** The program is designed as a non-thesis program, requiring a minimum of 30 semester hours credit (ten classes) for completion.

Credit hours required in major courses:	24 semester hours
Credit hours required in support courses:	0
Credit hours in required or free electives	6
Total:	30

Other requirements:

- Students will be required to maintain a minimum 3.0 average on a 4.0 scale.
- Students with less than a 3.25 overall grade point average will be required to successfully complete a comprehensive examination prior to graduation.

**Collaboration:** There are no plans for collaboration with other institutions. AUM has approached other institutions about collaborative efforts but there are no opportunities at this time.

**Distance Education:** The majority of the courses in the program will be taught in a hybrid course model with at least fifty percent of the instruction done in an online format.

**Admissions:** The proposal gave the following criteria for admission. All students will be required to satisfy the general admission requirements of the AUM School of Business and the Graduate School. Students must have an undergraduate degree in business from an AACSB accredited institution. Prospective students who do not have an undergraduate business degree will be required to complete a basic business program. The basic program will consist of eleven half-term courses that are designed to provide a review of broad business concepts. Some courses may be waived depending on the student's undergraduate coursework. Among other requirements, students will be required to have a minimum undergraduate grade point average of greater than 2.5 on a 4.0 scale and submit scores from the Graduate Management Aptitude Test (GMAT).

**Need:** Two programs are currently at the master's level at CIP 52.1201 in the Commission's Academic Program Inventory. Auburn University (AU) has an MS in Management Information Systems, and the University of Alabama in Huntsville (UAH) has a Master of Science in Information Systems (MSIS) in Information Systems.

Other programs in SREB states are at such institutions as Georgia Institute of Technology [Georgia Tech], MBA in Management of Technology; Georgia State University, MS in Information Systems; the University of Georgia, Master of Internet Technology; and Florida State University, Master of Management Information Systems.

According to the proposal, the *Occupational Outlook Handbook 2010-11* [US Bureau of Labor Statistics] reported that most jobs associated with information technology are expected to grow at a rate of nearly thirty percent in the period 2010 to 2018. AUM has a concentration in information systems technology in the MBA program that has been in existence approximately twenty years.

The proposal stated that the Montgomery Chamber of Commerce reported that the area's information technology (IT) industry continues to have a major impact on the economies of Montgomery and central Alabama. The proposal further stated that more than 14,000 people in the area work in some segment of IT, according to the Chamber and other sources. In 2006, Forbes Magazine named Montgomery as one of the top IT job markets in the US. The Gunter Annex of Maxwell Air Force Base is the site of one of the four primary computing hubs for the US Department of Defense. Gunter is also the home of the US Air Force's (USAF) 754<sup>th</sup> Electronic Systems Group, which handles high-tech support for the USAF's logistics, financial, medical, and personnel operations and the Defense Information Systems Agency's data center. These agencies at Gunter Annex alone employ more than 2000 IT professionals. In early 2010, CGI Group, Inc., a provider of information technology and business process services, opened a software development and testing facility in Pike County. It is projected that CGI will employ two- to three-hundred workers. According to information provided by AUM officials, there are more than 130 IT related companies in the Montgomery area.

AUM provided letters of support from several area employers who hire IT personnel. John Jung, senior vice president and chief information officer, Information Systems, Alfa Insurance, stated that the program would provide employees for their extensive operations in Montgomery. Donald McCanless, director of the IT department for the City of Montgomery said that the relatively sparse number of IT employees with college degrees, much less advanced degrees, causes staffing issues for smaller employers such as his department. He stated that he believed the combination of AUM's respected name with a strong master's level program would go far in relieving the shortfall. The chief executive officer of Integrated Computer Solutions, Inc., Steve Goldsby, expressed strong support for the program. He said that the program would be key to increasing the ability of economic developers to attract and retain knowledge-based industry jobs. Colonel Clarence T. Lowry, USAF (retired), wrote from the position of a participant in the Montgomery IT community as both an Air Force officer and a member of the IT industry. He stated that the program would place AUM in the forefront of a new frontier in IT called Cyber, contributing to additional economic activity in the Montgomery area. Cheryl Martin, IT director for the Alabama Department of Human Resources, noted that state IT positions are concentrated in Montgomery and that



the program would afford state employees the opportunity to further their education in the areas of technology management and leadership.

**Student Demand:** Enrollment projections were based on informal and formal discussions with current students and recent alumni over the past five years, along with discussion with Montgomery area employers, including those at state and federal data centers. AUM also has conducted two surveys concerning student demand over the past three years. The most recent was conducted in June 2011 and was designed to target current juniors and seniors in AUM's Information Systems program. As of July 7, 44 responses to the survey had been received. Over ninety percent of the responses indicated interest in the program.

**Resources:**

Faculty:

Current Primary Faculty—

Full-time: 4

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

The new faculty member to be hired will have a terminal degree in an area related to the management of information systems and technology, including strong ties to such areas as network management, systems analysis and design, network security, and disaster/contingency planning.

Qualified faculty from other academic departments (such as Management, for example) may be used to supplement the existing departmental faculty, when needed. The proposal also stated that qualified IT professionals from the local community or faculty from area colleges and universities who meet accreditation requirements for graduate teaching may also be used as adjunct faculty.

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

**Assistantships:** The proposal stated that the majority of the students are expected to be employed full time; therefore, there are no plans for offering assistantships at this time.

**Equipment:** No additional equipment will be needed for the program. The school of business currently operates three computer labs. It also houses the Storage Area Network Center for Excellence, which has a data storage array used in some classes.

**Facilities:** No additional specialized facilities will be necessary for the program.

**Library:** The proposal included a detailed assessment of library resources and needs related to the proposed program. Included was a detailed assessment of library holdings related to the proposed program in comparison to peer institutions.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, September 9, 2011

**Program Budget:** The proposal projected that a total of \$490,000 in estimated new funds will be required to support the proposed program. A total of \$539,099 will be available through tuition and internal reallocation.

**Attachment 3**

Auburn University at Montgomery  
Master of Science (MS) in Information Systems Management

**Sample Curriculum**

**Fall Semester (first mini-term) - 6 credit hours:**

INFO6100. Principles of Management Information Systems (3 credits)

INFO6250. Information Resource Management (3 credits)

**Fall Semester (second mini-term) - 6 credit hours:**

INFO6560. Database Management (3 credits)

INFO6800. Software Design Management (3 credits)

**Spring Semester (first mini-term) - 6 credit hours**

INFO6700. Management of Business Data Communications and Networks (3 credits)

INFO6200. Disaster Recovery and Contingency Planning (3 credits)

**Spring Semester (second mini-term) - 6 credit hours**

INFO6400. Network Security and Legal Issues (3 credits)

INFO6480. Current Issues in Information System Management (3 credits)

**Summer Semester - 6 credit hours**

INFO6450. Information Technology Law and Ethics (3 credits)

INFO6810. Integrating Information Technologies (3 credits)

**PROGRAM TOTAL: 30 CREDIT HOURS**

NOTE: Some classes, such as INFO6100 (Principles of Management Information Systems) may be offered the first mini-term of fall and spring semesters to accommodate new students who may be starting the program that term.

DECISION ITEM C-2: The University of South Alabama, Doctor of Business Administration (DBA) in Business Administration (CIP 52.0201)

### **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 a research-based doctoral degree program in Business Administration that will prepare graduates for careers in academia or industry through a curriculum that will include the advanced study of a concentration (Management or Marketing) and the appropriate courses in research methodology and statistical techniques.

**Role:** The University of South Alabama (USA) is approved to offer academic programs at the doctoral degree level. Approval of this program will extend this instructional role to the Academic Subdivision, "Business."

**Mode of Delivery:** All courses in USA's Mitchell College of Business are currently web-enabled and faculty training and support services are provided. Distance education is a key component of the proposed program. However, students also will be expected to come to the USA campus for intensive, face-to-face sessions each semester. Approximately fifty percent of the program delivery will be online.

**Similar Programs:** There are no other programs leading to the Doctor of Business Administration (DBA) degree listed in the Commission's Academic Program Inventory.

**Collaboration:** There are no other DBA programs in the state. Therefore, program officials do not anticipate collaboration with other institutions.

**Resources:** The proposal projected that a total of \$2,672,500 in estimated new funds will be required to support the proposed program. A total of \$3,645,000 will be available through tuition, internal reallocation, and extramural funding.

**Public Review:** The program was posted on the Commission website from June 16 until July 6 (twenty days) for public review and comments. No comments were received.

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

1. The proposed program will address a shortage of doctorally-prepared faculty for business programs.
2. The format of the program will allow individuals who are working full-time to pursue the degree.
3. USA officials provided evidence of student demand for the program.

**DECISION ITEM C-2:** The University of South Alabama, Doctor of Business Administration (DBA) in Business Administration (CIP 52.0201)

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

Staff Recommendation: That the Commission approve the proposed DBA in Business Administration. The program will have two concentrations: Management and Marketing.

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.

Implementation Date: The proposed program will be implemented in May 2013. Based on Commission policy, the proposed program must be implemented by September 9, 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 2013-14, will be at least 8, based on the proposal.
2. That the annual average number of graduates for the period 2015-16 through 2017-18 (three-year average) will be at least 5, 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 enhancement of current 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.

The University of South Alabama (USA) 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 June 1, 2018.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. The University of South Alabama program proposal, submitted May 10, 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	The University of South Alabama
PROGRAM	Doctor of Business Administration (DBA) in Business Administration (CIP 52.0201)

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

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
FACULTY	\$295,000	\$305,000	\$321,000	\$460,000	\$600,000	\$1,981,000
LIBRARY	\$85,000	\$87,500	\$91,800	\$96,200	\$101,000	\$461,500
FACILITIES	\$0	\$0	\$20,000	\$0	\$0	\$20,000
EQUIPMENT	\$0	\$0	\$5,000	\$0	\$0	\$5,000
STAFF	\$0	\$0	\$0	\$30,000	\$30,000	\$60,000
ASSISTANTSHIPS/ FELLOWSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$20,000	\$25,000	\$30,000	\$30,000	\$40,000	\$145,000
<b>TOTAL</b>	<b>\$400,000</b>	<b>\$417,500</b>	<b>\$467,800</b>	<b>\$616,200</b>	<b>\$771,000</b>	<b>\$2,672,500</b>

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
INTERNAL REALLOCATIONS	\$200,000	\$210,000	\$210,000	\$325,000	\$325,000	\$1,270,000
EXTRAMURAL	\$50,000	\$75,000	\$75,000	\$75,000	\$75,000	\$350,000
TUITION	\$200,000	\$350,000	\$475,000	\$500,000	\$500,000	\$2,025,000
<b>TOTAL</b>	<b>\$450,000</b>	<b>\$635,000</b>	<b>\$760,000</b>	<b>\$900,000</b>	<b>\$900,000</b>	<b>\$3,645,000</b>

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	8	14	19	20	20	16
NEW ENROLLMENT HEADCOUNT	8	8	8	8	8	8 3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	4	5	5	5

## Attachment 2

### Summary of Background Information

Doctor of Business Administration (DBA) in Business Administration  
The University of South Alabama

**Role:** The University of South Alabama (USA) is approved to offer academic programs at the doctoral degree level. Approval of this program will extend this instructional role to the Academic Subdivision, "Business."

**Objectives:** The proposed program will be an applied professional doctoral degree program in Business Administration that will prepare graduates for careers in academia or industry through a curriculum that will include the advanced study of a concentration (Management or Marketing) and the appropriate courses in research methodology and statistical techniques.

The DBA program learning objectives are:

- The acquisition of advanced applied and theoretical knowledge in the concentration.
- The development of advanced research skills for the concentration.
- The ability to create applied knowledge through original research in the concentration area.
- The demonstration of personal integration of, and original intellectual contribution to, the field of applied knowledge in the concentration area.

These goals reflect the doctoral program goals stated by AACSB International (the international accrediting agency for College of Business programs). USA's Business programs have been nationally accredited since 1976.

Program Outcomes Assessment:

USA's Mitchell College of Business has an assessment of learning outcomes process in place for all academic programs that meets the assessment requirements of both SACS and AACSB. This assessment process will include the following measures:

- Assessment of learning outcomes in individual courses;
- Assessment of qualitative analysis and research methodology;
- Performance on a comprehensive examination covering all course work in the concentration area;
- Assessment of research, including the number of paper submissions and acceptances for academic journals and evaluation of work submitted for the dissertation requirement;
- Program enrollment;
- Program completion rates;
- Job placement.

**Administration:** The program will be administered by the Mitchell College of Business, Dr. Carl C. Moore, dean.

**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 Alabama Council of Graduate Deans. Two deans submitted responses in the initial review of the proposal, with only one providing comments. The respondent questioned whether graduates would seek academic placements, whether USA has sufficient faculty numbers for the program, whether the faculty has adequate experience in supervising doctoral students, and whether USA has the market and resources for the program.

USA provided a detailed response to the questions. According to the response, the program has been designed to be an AACSB accredited program that will train graduates to pursue a successful academic career in a range of college and university settings from research institutions to four-year undergraduate institutions. The program is intended to address a shortage of doctoral faculty. USA program officials stated that this shortage is in a number of areas, including management and marketing (which will be the



areas of concentration for the program). Related to the number of current faculty members, the USA response stated that the May 2013 start-up date will allow the hiring of one faculty member after program approval but before program implementation. USA's response also stated that the current faculty's inexperience in mentoring doctoral students is understandable, since USA has no doctoral program. The proposed program format will provide a structured approach to research beginning in the first semester with defined research goals throughout the three year program. There will be a faculty team approach to developing the research agenda for each student. Related to the market for the program, USA's response stated that the program as designed could attract students within a six to seven hour driving range of Mobile. That region would reach as far as Houston, Texas, in the west; to Jacksonville, Florida, in the east; to Nashville, Tennessee, in the north.

Following receipt of ASU's responses, four graduate deans participated in the final review of the program. All four recommended approval of the program.

**Consultant's Report:** In accordance with Commission guidelines on the submission of doctoral program proposals, the proposal included a report from a consultant. Dr. Barry J. Babin, Professor of Business and head of the Department of Marketing and Analysis at Louisiana Tech University, wrote the report.

Dr. Babin noted that the proposed program appeared to be unique in the United States. He stated that the prospects for the program being financially self-sustaining are excellent, based on the projected enrollment and the charging of premium tuition. The charging of the tuition would be justified by the convenience of the program for students who would not have to abandon their careers in order to pursue the doctorate.

Dr. Babin also wrote that several reports by the Association to Advance Collegiate Schools of Business (AACSB) document the history and future shortage of business faculty. According to his report, "a terminal degree in one's teaching area is the surest path to academic qualification, and the training that comes through a research-oriented doctoral program provides the tools a faculty member needs to stay academically qualified thereafter."

Dr. Babin further stated that business schools "routinely employ full-time instructors who are unable to meet the academically qualified standard and who sometimes lack qualifications sufficient for professional qualification." These individuals are anticipated to be a primary market for the proposed program, since the non-traditional nature of the program will allow them to maintain their full-time jobs while pursuing the DBA.

**Accreditation:** The current undergraduate and graduate programs at USA are accredited by the Association to Advance Collegiate Schools of Business International (AACSB). If approved, the program will be included in a future accreditation review of the USA college of business.

**Curriculum:** The curriculum is similar to programs at three AACSB-accredited institutions: Case Western University in Cleveland, Ohio (Doctor of Management); Georgia State University in Atlanta (Executive Doctor of Business Administration); and Kennesaw State University, Atlanta (Doctor of Business Administration).

**Program Completion Requirements:**

Concentration Area - 15 hrs.  
Research Methodology - 15 hrs.  
Managerial Economics - 3 hrs.  
Instructional Design and Technology Practicum - 3 hrs.  
Dissertation Research - 24 hrs.  
Total Required Hours: 60 semester hours.

The following new courses will be developed:

Mgt 600— Organizational Behavior	3 semester hours
Mgt 605— Human Resource Management	3
Mgt 610— Business Ethics and Corporate Social Responsibility	3

Mgt 615— Entrepreneurship	3
Mgt 620— Strategic Management	3
Mkt 602— Marketing Theory	3
Mkt 607— Consumer Behavior	3
Mkt 612— Integrated Marketing Communication	3
Mkt 618— Supply Chain Management	3
Mkt 625— Marketing Strategy	3
Bus 604— Applied Statistical Analysis	3
Bus 608— Research Methodology	3
Bus 622— Multivariate Analysis	3
Bus 628— Regression Analysis	3
Bus 630— Structural Equation Modeling	3
Eco 609— Managerial Economics	3
Bus 650— Instructional Design and Technology Practicum	3
Bus 690— Dissertation Research	24

**Collaboration:** There are no other DBA programs in the state. Therefore, program officials do not anticipate collaboration with other institutions.

**Distance Education:** Distance education will be used in the delivery of the program. All courses in USA's Mitchell College of Business are currently web-enabled and faculty training and support services are provided. However, students will be expected to come to the USA campus for intensive, face-to-face sessions each semester. Approximately fifty percent of the program delivery will be online.

**Admissions:** The proposal gave the following criteria for admission. Applicants must have a master's degree from a recognized, accredited degree program [a master of business administration (MBA) or a master's in other specific business/related disciplines]. Applicants also must have minimum GPA of 3.5 for all graduate work completed.

**Need:** There are no programs leading to the DBA in Alabama. Three similar DBA programs accredited by the AACSB are at Case Western Reserve University (Cleveland, Ohio) and at Kennesaw State University and Georgia State University in Atlanta. There are other DBA programs in the country which are not as similar. The format of instruction in the proposed program is designed for students who are not able to fulfill the residency requirement of a traditional PhD program.

Both Auburn University (AU) and the University of Alabama (UA) have Doctor of Philosophy (PhD) programs in business disciplines. AU has PhD programs in Management (CIP 52.0201) and Business Economics (CIP 52.0601) in the Academic Program Inventory. UA has the following PhD programs listed in the Inventory: Management (CIP 52.0201); Accounting (CIP 52.0301); Economics (CIP 52.0601); Banking and Finance (CIP 52.0801); Operations Management (CIP 52.1301); and Marketing (CIP 52.1401).

The proposal stated that there is a well-documented demand for doctorally qualified business school faculty, quoting a recent publication by AACSB:

Over the last decade, there has been a worrisome shortage of doctorally qualified business school faculty...the demand for doctorally qualified business school faculty is expected to continue as an increasing percentage of the world's population is predicted to be between the ages of 18 and 24 (and likely pursuing postsecondary degrees). And, it also is anticipated that a large number of adults will continue to return to school.

According to the publication cited by USA, the estimated shortage of doctorally qualified faculty across all business disciplines in the US was estimated to be 2,400 by 2012.

**Student Demand:** Enrollment projections were based on the number of applications, acceptances, and enrolled students at the three similar DBA programs, which are located in urban settings. According to the proposals, the proposed DBA program is significantly different from PhD programs in business and

will attract qualified individuals who have not had an opportunity to pursue doctoral education because of the restrictive full-time residential requirements of existing PhD programs.

In July 2011, USA conducted a survey of alumni who had earned the MBA degree. A total of 223 surveys were returned of 1,230 that were successfully e-mailed. Almost 42 percent of the respondents indicated that they would be interested in pursuing a DBA degree. In addition, over two dozen calls and e-mails, requesting information about a possible program, have been received by USA officials.

**Resources:**

Faculty:

Current Primary Faculty—

Full-time: 10

Part-time: 0

Current Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 3

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 2

The new full-time faculty members to be hired include: 1) a senior faculty member with doctoral teaching experience in the qualitative analysis/research methodology portion of the program; 2) a senior marketing faculty member with doctoral teaching experience to teach Consumer Behavior and Marketing Strategy; 3) a senior economics professor to replace one who recently resigned. Because of the short-term intensive program format, USA also plans to use visiting professors from other doctoral programs to cover specific portions of the curriculum.

**Support Staff:** In addition to several current staff members who will serve the program, USA stated that there are plans to add an administrative assistant to support the program in the fourth year.

**Equipment:** Equipment for the program is currently in place, including computing labs, a financial analysis center, and the business library, which will be shared with the undergraduate and MBA classes. The proposal stated that there are plans to upgrade a room for the program during the third year that will require some additional computer equipment.

**Facilities:** Existing facilities will be used for the program. These will be shared with undergraduate and master's programs, but the doctoral classes, because of the program format, will be scheduled at times when all college facilities are available for use. The renovation of one room is planned in the third year and is reflected in the program budget.

**Library:** The proposal included a detailed assessment of library resources and needs related to the proposed program. Because business research often uses electronic sources and the most current data, the analysis focused primarily on available electronic sources and those specific to the two options in the proposed programs, marketing and management. The assessment identified several electronic sources that were recommended to support the proposed program. The budget for these additional resources was included in the estimated new funds required to support the proposed program.

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**Program Budget:** The proposal projected that a total of \$2,672,500 in estimated new funds will be required to support the proposed program. A total of \$3,645,000 will be available through tuition, internal reallocation, and extramural funding.

**Attachment 3**

The University of South Alabama  
 Doctor of Business Administration (DBA) in Business Administration  
 Curriculum

Management concentration plan:

<u>Summer</u>	<u>Fall</u>	<u>Spring</u>
<b>Year 1</b>		
Bus 604—Applied Statistical Analysis Analysis	Bus 608—Research Methodology	Bus 622—Multivariate
Eco 609—Managerial Economics Resource Mgt	Mgt 600—Organizational Behavior	Mgt 605—Human
Bus 690—Dissertation Research Research	Bus 690—Dissertation Research	Mgt 690—Dissertation
<b>Year 2</b>		
Bus 650—Instructional Design and Equation Technology Practicum	Bus 628—Regression Analysis	Bus 630—Structural Modeling
Mgt 610—Business Ethics and Entrepreneurship Corporate Social Responsibility	Mgt 620—Strategic Management	Bus 615—
Bus 690—Dissertation Research Research	Bus 690—Dissertation Research	Bus 690—Dissertation
Conceptual paper presented to review regional team	Paper submission to Academy of Management meeting	Paper submission to meeting if not accepted at national meeting
<b>Year 3</b>		
Bus 690—Dissertation Research Research	Bus 690—Dissertation Research	Bus 690—Dissertation
Comprehensive Management Exam regional	Paper submission to Academy of Management meeting	Paper submission to meeting if not accepted at national meeting  Dissertation Defense

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Marketing concentration plan:

Summer

Fall

Spring

**Year 1**

Bus 604—Applied Statistical Analysis  
 Analysis

Bus 608—Research Methodology

Bus 622—Multivariate

Eco 609—Managerial Economics  
 Behavior

Mkt 602—Marketing Theory

Mkt 607—Consumer

Bus 690—Dissertation Research  
 Research

Bus 690—Dissertation Research

Mgt 690—Dissertation

**Year 2**

Bus 650—Instructional Design and  
 Equation  
 Technology

Bus 628—Regression Analysis

Bus 630—Structural  
 Modeling

Mkt 618—Supply Chain Mgt  
 Marketing

Mkt 625—Marketing Strategy

Mkt 618—Integrated

Communications

Bus 690—Dissertation Research  
 Research

Bus 690—Dissertation Research

Bus 690—Dissertation

Conceptual paper presented to review  
 regional  
 team

Paper submission to American  
 Marketing Association meeting

Paper submission to  
 meeting if not accepted at  
 national meeting

**Year 3**

Bus 690—Dissertation Research  
 Research

Bus 690—Dissertation Research

Bus 690—Dissertation

Comprehensive Marketing Exam  
 regional

Paper submission to American  
 Marketing Association

Paper submission to  
 meeting if not accepted at  
 national meeting

Dissertation Defense

DECISION ITEM C-3: The University of Alabama in Huntsville, Bachelor of Science in Individualized Bachelor of Science (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:** The proposed Individualized Bachelor of Science program will allow students to create a program of study suitable to their own individualized needs and career goals.

**Role:** The University of Alabama in Huntsville (UAH) is recognized as offering programs from the baccalaureate to the doctoral level. The approval of this program would extend the baccalaureate instructional role to the academic subdivision, "Liberal Arts & Multidisciplinary Studies."

**Mode of Delivery:** According to the proposal, distance learning technology will be utilized to the extent that is currently being used in existing coursework within the College of Science.

**Similar Programs:** Several institutions in the state have programs at the baccalaureate level that use an interdisciplinary or general studies model. 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. The proposed program would be the only program at that CIP code geared specifically toward the sciences.

**Collaboration:** Because of the individualized nature of the program, collaborations are not anticipated at this time.

**Resources:** The proposal stated that the program will not require any new resources. A total of \$1,198,800 in tuition is expected to be generated by the program over the first five years.

**Public Review:** The program was posted on the Commission website from June 16 until July 6 (twenty days) for public review and comments. No comments were received.

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

1. Graduates of the proposed Individualized Bachelor of Science program will fill employment niches in the areas of computer, mathematical, life science, and physical science.
2. Students will tailor their individualized educational and career goals by choosing courses from existing majors within the College of Science at UAH.

DECISION ITEM C-3: The University of Alabama in Huntsville, Bachelor of Science in Individualized Bachelor of Science (CIP 30.9999)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science (BS) in Individualized Bachelor of Science with the implementation date and post-implementation conditions listed below.

Implementation Date: The proposed program will be implemented in January 2012. Based on Commission policy, the proposed program must be implemented by September 9, 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 10, 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 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 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 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 May 20, 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 Alabama in Huntsville

PROGRAM Individualized Bachelor of Science (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	\$99,900	\$199,800	\$299,700	\$299,700	\$299,700	\$1,198,800
TOTAL	\$99,900	\$199,800	\$299,700	\$299,700	\$299,700	\$1,198,800

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2011-12	2012-13	2013-14	2014-15	2015-16	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	10	20	30	30	30	24
NEW ENROLLMENT HEADCOUNT	10	10	10	10	10	10 3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	10	10	10	10

## Attachment 2

### Summary of Background Information

Bachelor of Science (BS) in Individualized Bachelor of Science  
The University of Alabama in Huntsville

**Role:** The University of Alabama in Huntsville (UAH) is recognized as offering programs from the baccalaureate to the doctoral level. The approval of this program would extend the baccalaureate instructional role to the academic subdivision, "Liberal Arts & Multidisciplinary Studies."

**Objectives:** The UAH undergraduate who discovers that his or her interests don't coincide with one of the departmental majors in the college of science may be attracted to the proposed Individualized Bachelor of Science program, which would allow students to create a program of study appropriate for their individualized educational and career goals. The primary objective of the program is to encourage students to think about their career goals and make it possible for them to tailor their education to those goals. The second objective is to ensure that graduates of the program acquire a solid understanding, at the undergraduate level, of an interdisciplinary area of science or mathematics. The third objective is to allow students to stay abreast of changes in the employment marketplace for science and mathematics graduates.

The primary learning outcome for the program is that the student will acquire a solid understanding, at the undergraduate level, of an area of interdisciplinary science and/or mathematics. The outcome will be assessed through evaluation of the documents produced (thesis, report, exam) by the capstone experience. The review will be carried out by the student's mentor and the associate dean. A second outcome is that the student will acquire skills and knowledge appropriate to the workplace. This outcome will be assessed by documenting, for each graduate of the program, the relevance of initial employment placement or admission to relevant graduate or professional programs.

**Administration:** The program will be administered by Mr. John Fix, Dean, College of Science.

#### 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. One institution provided comments on the program proposal, but had no objection to the program.

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

**Curriculum:** The proposed program will consist of courses offered through other science and non-science programs. Every individualized degree will be built around a core of seven courses from an existing major in the College of Science. The courses are as follows:

Department	Core Courses	Total hours
Biological Sciences	BYS 119 - Principles of Biology, BYS 120 - Organismal Biology, BYS 219 - Genetics and Evolution, BYS 300 - Cell and Developmental Biology, BYS 490 - Senior Seminar and two courses at the 300 level or better	24
Chemistry	CH 121 - General Chemistry I, CH 125 - General Chemistry Laboratory I, CH 123 - General Chemistry II, CH 126 - General Chemistry Laboratory II, CH 223 - Quantitative Analysis, CH 224 - Quantitative Analysis Laboratory, CH 331 - Organic Chemistry I, CH 335 - Organic Chemistry Laboratory I, CH 332 - Organic Chemistry II, CH 336 - Organic Chemistry Laboratory II, CH 401 - Inorganic Chemistry, CH 421 - Instrumental analysis	27

Computer Science	CS 121 - Computer Science I, CS 214 - Introduction to Discrete Structures, CS 221 - Computer Science II: Data Structures, CS 308 - Computer Organization and Assembly Language Programming, CS 317 - Introduction to Design and Analysis of Algorithms, CS 321 - Introduction to Object-Oriented Programming in Java, CS 490 - Introduction to Operating Systems	21
Earth System Science	ESS 102 - Physical Geology, ESS 111 - Climate and Global Change, ESS 305 – Hydrology, ESS 321 - Pollution Problems, ESS 370 - Introduction to Remote Sensing, ESS 499 - Undergraduate Research Capstone, ST 281 - Elements of Statistical Analysis	27
Mathematical Sciences	MA 171 - Calculus A, MA 172 - Calculus B, MA 201 - Calculus C, MA 238 - Applied Differential Equations, MA 244 - Introduction to Linear Algebra, MA 330 - Foundations of Mathematics, MA 385 - Introduction to Probability and Statistics	24
Physics	PH 110 - Frontiers in Science, PH 111 - General Physics with Calculus I/PH 114 - General Physics Laboratory I, PH 112 - General Physics with Calculus II/PH 115 - General Physics Laboratory II, PH 113 - General Physics with Calculus III/PH 116 - General Physics Laboratory III, PH 251 - Special Relativity/PH 351 - Introduction to Modern Physics, PH 301 - Intermediate Mechanics, PH 305 - Mathematical Methods in Physics	26

**Program Requirements:**

The program will require the completion of 128 semester hours (sh).

General education:	58 (sh)
Major:	54
Required/free electives and/or minor:	16
Total:	128

A capstone experience designed or selected by the student and advisor will be required. The capstone may come from core courses taken by the student, an honors thesis, a research experience, or other appropriate experience. According to the proposal, no new courses will be developed for the program.

**Collaboration:** Because of the individualized nature of the program, collaboration is not anticipated at this time.

**Distance Education:** According to the proposal, distance learning technology will be utilized to the extent that is currently being used in existing coursework within the College of Science.

**Admissions:** The proposal states that a student must have earned at least 32 semester hours at UAH with a grade point average of a least 3.0 before being admitted to the individualized major. However, the student must be admitted to the major no later than the first semester of the junior year. The student must develop a proposal consisting of an essay clearly explaining the area of individualized science major in preference to a department major, a discussion of how the proposed coursework relates to the central focus of the proposed program of study, and the description of the student’s goals beyond the bachelor’s degree.

**Need:** Several institutions in the state have programs at the baccalaureate level that use an interdisciplinary or general studies model. 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. The proposed program would be the only program at that CIP code geared specifically toward the sciences.

According to the proposal, the primary need for the proposed program is satisfaction of the educational and career goals of UAH students. The UAH undergraduate student who discovers that his or her interests don't coincide with one of the departmental majors in the College of Science may be attracted to the proposed Individualized Science major that would allow the student to create a program of study more suitable for their individualized education and career goals.

Projected job openings were taken from the Employment Projections Program, the U.S. Department of Labor, the U.S. Department of Labor Statistics, which projects the number of openings for the period 2008 to 2018 for many professions and skills. Because graduates of the proposed Individualized Bachelor of Science program will be able to design curricula that match present and future needs of employers, they will potentially be able to fill any of the employment niches in the areas of computer, mathematical, life sciences, and physical sciences.

Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	2	2	2	2	2	10
State	15	15	15	15	15	75
SREB	100	100	100	100	100	500
Nation	3000	3400	3500	3600	3700	16300

**Student Demand:** According to information submitted by UAH, an informal survey was taken in all sections of FYE 101, a mandatory course for first year students at UAH, to assess student interest in the proposed program. The instructor provided information about the proposed program and then asked first-year science and mathematics majors to indicate their interest in the program. Responses were obtained from 116 freshman science and mathematics majors – the great majority of the 132 entering majors. Almost half of the respondents (54 of 116) expressed interest in the individualized major. Another indication of student interest was an informal survey conducted in Honors Forum, a mandatory course for UAH honors students. After the Honors director described the program, 15 of 70 students in the forum raised their hands to indicate interest.

**Resources:**

**Faculty/Staff:** Faculty in the College of Science, as well as faculty in other colleges will teach courses at one time or another in the proposed program.

Current Primary Faculty—

Full-time: 80  
 Part-time: 20

Current Support Faculty—

Full-time: 220  
 Part-time: 100

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

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

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

**Library:** No additional library materials will be needed.

**Program Budget:** The proposal stated that the program will not require any new resources. A total of \$1,198,800 in tuition is expected to be generated by the program over that period.

**Attachment 3**

**Curriculum  
 UAH  
 BS in Individualized Bachelor of Science**

The program of study has the following structure:

1. General education: requirements: 52 hours
2. Core science area: minimum of 21 hours.
3. Additional course work: between 23 and 33 hours from no more than three departments (disciplines) not counting honors seminar
4. Capstone/ Special topics/ Research course: 3 hours
5. A minimum total of 57 credit hours in the IBS.
6. Additional course: variable (19 in samples listed below). Total of 128 required for degree

**Science cores**

<b>Department</b>	<b>Courses</b>	<b>Current Course (lecture and lab combined)</b>	<b>Total hours</b>
<b>Biology</b>	BYS 119, 120, 219, 300	4	16
<b>Chemistry</b>	CH 121/125, 123/126, 223/224, 331/335, 332/336	5	20
<b>Computer Science</b>	CS 105, 121, 214, 221, 308, 309, 317, 321, 413, 424, 490	11	31
<b>Earth System Science</b>	ESS 102, 111, 305, 321, 370, ST 281	6	24
<b>Mathematics</b>	MA 171, 172, 201, 244, 330, 385	6	21
<b>Physics</b>	PH 110, 111/114, 112/115, 113/116, 251, 301, 305, 351	8	26

**Sample individualized programs:**

Technical communication in Computer Science:

Computer Science Core: 31 hours (as defined in current 'core')

Mathematics (beyond College requirement): 10 hours (MA 172, MA 244 and ST 281)

Technical Communication (beyond College requirement): 13 hours (EH 302, EH 320, EH 401 CM 350)

Capstone/ Special topics/ Research: 3 hours

Total 57 hours + 19 hours of free electives + 52 GER = 128 credit hours

Technical communications in Biology

Biology core: 28 hours (current 'core' plus three additional courses)

Chemistry (beyond College requirement, allowing CH 121/125, 123/126 in GER): 12 hours (CH 223/224, 331/335, 332/336)

Technical Communication (beyond College requirement): 13 hours (EH 302, EH 320, EH 401, ARS 230)

Capstone/ Special topics/ Research: 4 hours

Total 57 hours + 19 hours of free elective + 52 GER = 128 credit hours

Economic and financial modeling and analysis

Mathematics core: 24 hours (current 'core' plus one additional course)

Economics and finance (allowing one ECN course in GER): 30 hours (ECN 143, 340, 345, 352, 475; FIN 301, 361, 461; ACC 212 [ACC 211 as elective])

Capstone/ Special topics/ Research: 3 hours

Total 57 hours + 19 hours of free electives + 52 GER = 128 credit hours

Sustainability

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Earth System Science core: 27 hours (current 'core plus one additional course)  
Industrial systems engineering: 18 hours (ISE 224, 378, 321, 390, 427, 428)  
Civil engineering: 9 hours (CE 271, 370, 375)  
Capstone/ Special topics/ Research: 3 hours  
Total 57 hours + 19 hours of free electives + 52 GER = 128 credit hours

Biochemistry  
Chemistry core: 28 hours (current core plus CH 347, 348)  
Biology: 16 hours (BYS 119, 120, 219, 300, CH 361, 362, 362, 365)  
Chemical engineering: 10 hours (CHE 197, 244, 294 295)  
Capstone/ Special topics/ Research: 3 hours  
Total 57 hours + 19 hours of free electives + 52 GER = 128 credit hours

Space science  
Physics core: 26 hours (as defined in current 'core')  
Applications: 15 hours (ESS 307, 370, 413; MAE 100, 200, NUR 426)  
Astronomy: 14 hours (AST 106, 107, 210, 371)

Capstone/ Special topics/ Research: 3 hours  
Total 57 hours + 19 hours of free electives + 52 GER = 128 credit hours

It may reasonably be assumed that some of the free electives would be used in support of the Interdisciplinary Bachelor of Science program.



DECISION ITEM C-4: Wallace State Community College (Dothan), Associate in Applied Science in Nuclear Technology (CIP 41.0205)

### **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 Nuclear Technology program will prepare individuals to apply scientific principles and technical skills in support of research scientists and operating engineers engaged in the running of nuclear reactors, and in nuclear materials processing and disposal.

**Role:** Wallace State Community College (Dothan) (WSD) is recognized as offering AAS programs. The approval of the proposed Nuclear Technology program will expand this instructional role to the academic subdivision grouping, "Science Technologies."

**Mode of Delivery:** According to the proposal, the delivery of the program will include some distance education courses. A total of ten percent of the general education courses will be offered on-line. All distance education courses at the institution are considered hybrid courses.

**Similar Programs:** The proposed Nuclear Technology program will be the first of its kind in the state.

**Collaboration:** Collaboration with other institutions will not be feasible at this time, as the proposed program will be the first in the state.

**Resources:** A total of \$2,420,154 in new funds will be needed for the program in the first five years, and a total of \$4,817,620 will be available through tuition, extramural funds, and internal reallocation.

**Public Review:** The program was posted on the Commission website from June 16 until July 6 (twenty days) for public review and comments. No comments were received.

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

1. WSD has received a \$2.99 million grant from the Department of Labor to assist with the development of the proposed program.
2. The proposed Nuclear Technology program will be an elevation of a current option in WSD's Associate in Applied Science in Industrial Maintenance program.
3. According to the proposal, WSD is partnered with the Southern Nuclear Operating Company (SNC) headquartered in Birmingham, Alabama, with two reactors at Plant Vogtle, near Waynesboro, Georgia; two reactors at Plant Hatch, near Baxley, Georgia; and two reactors at Plant Farley, near Dothan, Alabama.

**DECISION ITEM C-4:** Wallace State Community College (Dothan), Associate in Applied Science in Nuclear Technology (CIP 41.0205)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science in Nuclear Technology.

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

**Implementation Date:** The proposed program will be implemented January 2012. Based on Commission policy, the proposed program must be implemented by September 9, 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 9, 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 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.
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.

Wallace State Community College Dothan (WSD) 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 February 1, 2017.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.

4. Wallace State Community College (Dothan) proposal, dated June 10, 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 Wallace State Community College (Dothan)

PROGRAM Associate in Applied Science in Nuclear Technology

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

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
FACULTY	<u>\$49,833</u>	<u>\$51,581</u>	<u>\$53,330</u>	<u>\$55,078</u>	<u>\$56,827</u>	<u>\$266,649</u>
LIBRARY	<u>\$2,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$500</u>	<u>\$500</u>	<u>\$5,000</u>
FACILITIES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EQUIPMENT	<u>\$773,172</u>	<u>\$30,000</u>	<u>\$30,000</u>	<u>\$30,000</u>	<u>\$30,000</u>	<u>\$893,172</u>
STAFF	<u>\$87,388</u>	<u>\$90,885</u>	<u>\$94,520</u>	<u>\$94,520</u>	<u>\$94,520</u>	<u>\$461,833</u>
OTHER	<u>\$231,500</u>	<u>\$278,500</u>	<u>\$263,500</u>	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$793,500</u>
TOTAL	<u>\$1,143,893</u>	<u>\$451,966</u>	<u>\$442,350</u>	<u>\$190,098</u>	<u>\$191,847</u>	<u>\$2,420,154</u>

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2011-12	2012-13	2013-14	2014-15	2015-16	TOTAL
INTERNAL REALLOCATIONS	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$230,000</u>
EXTRAMURAL	<u>\$1,575,083</u>	<u>\$712,120</u>	<u>\$708,767</u>	<u>\$0</u>	<u>\$0</u>	<u>\$2,995,970</u>
TUITION	<u>\$294,300</u>	<u>\$294,300</u>	<u>\$334,350</u>	<u>\$334,350</u>	<u>\$334,350</u>	<u>\$1,591,650</u>
TOTAL	<u>\$1,879,383</u>	<u>\$1,016,420</u>	<u>\$1,053,117</u>	<u>\$434,350</u>	<u>\$434,350</u>	<u>\$4,817,620</u>

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2011-12	2012-13	2013-14	2014-15	2015-16	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	<u>15</u>	<u>15</u>	<u>15</u>	<u>15</u>	<u>15</u>	<u>15</u>
NEW ENROLLMENT HEADCOUNT	<u>15</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>9</u>
DEGREE COMPLETION PROJECTIONS	<u>0</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>

## Attachment 2

### Summary of Background Information

Associate in Applied Science in Nuclear Technology  
Wallace State Community College (Dothan)

**Role:** Wallace State Community College (Dothan) (WSD) is recognized as offering AAS programs. The approval of the proposed Nuclear Technology program will expand this instructional role to the academic subdivision grouping, "Science Technologies."

**Objectives:** The proposed Nuclear Technology program will prepare individuals to apply scientific principles and technical skills in support of research scientists and operating engineers engaged in the running of nuclear reactors, and in nuclear materials processing and disposal.

The following are specific program objectives:

- Understand the design and operation of the reactor of a nuclear power plant.
- Understand radiological safety and radiation protection procedures.
- Know the applicable rules and regulations, and describe the roles of maintenance, control, performance and quality assurance.
- Solve problems using foundation mathematics, physical sciences, and nuclear technology for nuclear industry constituents.
- Conduct, analyze, and interpret laboratory experiments.
- Interpret laboratory analyses that measure nuclear and radiation processes.
- Demonstrate effective oral and written communication skills.
- Explain the importance of the need for continual training and education in the nuclear power industry.
- Understand the basic thermodynamic concepts as they are related to power plant designs and how altering these conditions affects the performance of a nuclear plant.

**Administration:** The program will be administered by Dr. William Sellers, Program Director.

**Curriculum:** The program will build on an existing Nuclear Technology option in the AAS in Industrial Maintenance Technology. The Commission approved the option on June 18, 2010. The current curriculum (instrumentation and control technician) of the Nuclear Technology option will be extended to include training for mechanical maintenance, electrical maintenance and non-licensed operators.

The following new courses will be developed for the program:

CHM 104	Intro to Inorganic Chemistry	4 semester hours (sh)
MTH 103	Intro to Technical Mathematics	3 sh
PHY 115	Technical Physics	3 sh
NUC 118	Radiation Protection & Detection	3 sh
NUC 119	Reactor Plant Protection & Safety Design	3 sh
NUC 120	Nuclear Plant Systems I	3 sh
NUC 121	Nuclear Plant Systems II	3 sh

Program Completion Requirements:

- Credit hours required in skills emphasis – 54 sh
- Credit hours in institutional general education or core curriculum – 22 sh
- Credit hours in free electives – 0 sh
- Total credit hours required for completion – 76 sh

**Accreditation:** According to the proposal, students participating in the Nuclear Uniform Curriculum Program (NUCP) may receive National Academy for Nuclear Training Branch certificates in addition to degrees at graduation if they meet or exceed 80 percent in each course containing core fundamentals and discipline-specific learning objectives for Air Containment Atmosphere Dilution (ACAD 08-006).

**Licensure:** The proposal stated that there is no licensure examination for the proposed program.

**Collaboration:** Collaboration with other institutions will not be feasible at this time, as the proposed program will be the first of its kind in the state.

**Distance Education:** According to the proposal, the delivery of the program will include some distance education courses. A total of ten percent of the general education courses will be offered on-line. All distance education courses at the institution are considered hybrid courses.

**Admission:** Information submitted in the program proposal states WSD admits all students who have the capability to benefit from institutional programs and courses. This open-door policy grants admission to the following types of students: first-time college, ability-to-benefit, transfer, transient, those seeking readmission, audit, accelerated high school (early admission), dual enrollment/dual credit, and international.

**Need:** According to information submitted by WSD, the Nuclear Energy Institute (NEI) workforce study indicates thirty-five percent of nuclear employees will be eligible for retirement over the next five years. The average age of all nuclear employees is forty-seven. For skilled positions at nuclear plants, fourteen percent of operations employees are under thirty-three years of age and six percent of maintenance employees are under the age of thirty-three. In addition to the projected retirement attrition, there will be an expansion of the nuclear industry with new generation units including two new power plants located in Augusta, Georgia (Southern Nuclear's Plant Vogtle 3 & 4) which will be the first new nuclear units built in the last 30 years. Each new two-unit site employs approximately 850 highly trained and well paid workers.

The Occupational Outlook Handbook, 2010-11 Edition states that "employment of nuclear power reactor operators is expected to grow by 19 percent between 2008 and 2018, faster than the average for all occupations, because of plant construction and new rules on operator fatigue." Although no new plants have been licensed since the 1990s, many sites have applied for permits which need to be staffed before the end of the projections decade. Further, newly enacted NRC regulations on fatigue limit the length of shifts, meaning that nuclear facilities may need more operators.

According to the proposal, WSD is partnered with the Southern Nuclear Operating Company (SNC) headquartered in Birmingham, with two reactors at Plant Vogtle, near Waynesboro, Georgia; two reactors at Plant Hatch, near Baxley, Georgia; and two reactors at Plant Farley, near Dothan.

#### Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
College Service Area	32	26	25	34	36	153
State	32	26	25	34	36	153

**Student Demand:** The proposal stated that the methodology of determining the enrollment projections of the proposed program was using current enrollment of the nuclear technology option in the Industrial Maintenance degree program. Currently (summer 2011), there are a total of 32 full-time students and 26 part-time students enrolled in the nuclear technology option.

**Resources:**

**Faculty/Staff:**

Current Faculty:

Primary Faculty / Full-time: 2 Part-time: 2  
Support Faculty/ Full-time: 3 Part-time: 2

Additional faculty employed to teach in the first five years:

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

The U.S. Department of Labor has issued a grant to WSD for \$2.99 million to assist with the development of the proposed program. The grant will provide for the employment of an instructor, career skills mentor, and a records and tracking specialist clerk.

**Equipment:**

Equipment currently available at WSD:

Hydraulics and Pneumatic Trainer  
Testing Station  
Handling Station  
Sorting Station  
Distribution Station  
3 Mechanical Trainers  
MPS Robot Station  
Process Control Trainer  
Temperature Control Trainer  
Level/Flow Trainer  
Electric Motor System Trainer  
Hydraulic Punching Station  
10 PLC Trainers  
24 Computers

Equipment to be added:

Mechanical Systems Trainers 2 @ \$32,180	\$64,360
Pneumatic Troubleshooting Trainers 3 @ \$26,250	\$78,750
Electronics Trainers 12 @ \$15,076	\$180,912
PLC/Instrumentation Trainers 12 @ \$24,795	\$297,540
Motor Control Trainers 8 @ \$17,735	\$141,880
Computers for PLC/Instrumentation Trainers	\$9,730

Total Equipment \$773,172

The aforementioned U.S. Department of Labor grant will be used to assist in purchasing new equipment.

**Facilities:** The proposed program will be housed in a newly renovated building consisting of 6,252 square feet of usable classroom, office and laboratory space.

**Library:** Information submitted in the proposal state that students in the proposed Nuclear Technology program will have use of the Learning Resources Center (LRC) at WSD. The LRC on the Wallace and Sparks campuses provide students with over 37,000 volumes and over 54,000 e-books (Net-Library). The LRC also provides access to an on-line library catalog, electronic books, electronic media catalog and the Alabama Virtual Library. Library holdings are

adequate in all areas of nuclear technology. Additional library holdings will be added to specifically address nuclear technology but will not be cost prohibitive.

**Program Budget:** WSD projects a total of \$2,420,154 in estimated new funds will be required to support the proposed program. A total of \$4,817,620 will be available through internal allocation, extramural funds, and tuition.



**Attachment 3**

**WSD  
 Associate in Applied Science in  
 Nuclear Technology**

**WALLACE COMMUNITY COLLEGE  
 NUCLEAR TECHNOLOGY  
 DEGREE REQUIREMENTS (76 Credit Hours)**

<b>REQUIREMENTS:</b>	<b>CREDIT HOURS</b>
<b><u>AREA I WRITTEN/ORAL COMMUNICATIONS</u></b>	<b>6</b>
ENGLISH 101	3
SPEECH 106	3
<b><u>AREA II HUMANITIES AND FINE ARTS</u></b>	<b>3</b>
Choose from degree-applicable ART, HUM, MUS, PHL, REL, THR, or English literature courses	3
<b><u>AREA III NATURAL SCIENCE, COMPUTER SCIENCE, and MATH</u></b>	<b>10</b>
MATHEMATICS 100 (INTERMEDIATE COLLEGE ALGEBRA)	3
MICROCOMPUTER APPLICATIONS 146	3
CHEMISTRY 104	4
<b><u>AREA IV HISTORY, SOCIAL and BEHAVIORAL SCIENCES</u></b>	<b>3</b>
PSYCHOLOGY 200	3
<b><u>AREA V CAREER/TECHNICAL CONCENTRATION</u></b>	<b>54</b>
ORI 101 or 105 (Orientation to College)	1
ORI 104 (WorkKeys Assessment and Advisement)	1
MTH 103 (Introduction to Technical Mathematics)	3
PHY 115 (Technical Physics)	4
ELT 221 (Electronics for Electricians)	3
INT 101 (DC Fundamentals)	3
INT 103 (AC Fundamentals)	3
INT 105 (Introduction to Process Technology)	3
INT 113 (Industrial Motor Control)	3
INT 117 (Principles of Industrial Mechanics)	3
INT 118 (Fundamentals of Industrial Hydraulics and Pneumatics)	3
INT 184 (Introduction to Programmable Logic Controls)	3
INT 213 (Industrial Motor Control II)	3
INT 292 (Nuclear Cooperative Education)	3
INT 293 (Nuclear Cooperative Education)	3
NUC 118 (Radiation Protection and Detection)	3
NUC 119 (reactor Plant Protection and Safety Design)	3
NUC 120 (Nuclear Plant Systems I)	3
NUC 121 (Nuclear Plant Systems II)	3
<b>Total Credit Hours</b>	<b>76</b>

DECISION ITEM D-1: Auburn University, Alteration of the BS in Health Promotion (CIP 13.1307)

**EXECUTIVE SUMMARY**

**Reason for Action:** Auburn University (AU) has requested the alteration of the Bachelor of Science in Health Promotion, including the addition of an option in Fitness, Conditioning, and Performance, in accordance with the "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed concentration will require 120 semester hours.
- The option will address important health needs and promote injury prevention and performance optimization in everyday living and in sport related contexts.
- According to information submitted by AU, there are many undergraduate students who are interested in this high demand field.
- The proposed option will require new funding from internal reallocation. Start-up funds of \$740,000, required for equipment, will be phased in over a three-year period. New personnel (including three new faculty members), will be needed, with an estimated cost of \$439,200 of continuing funds. This expenditure also will be phased in over the same three year period.

DECISION ITEM D-1: Auburn University, Alteration of the BS in Health Promotion (CIP 13.1307)

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

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

Background: Auburn University (AU) currently has the Bachelor of Science (BS) in Health Promotion at CIP 13.1307 in the Commission's Academic Program Inventory. AU has proposed an alteration of the program which includes the addition of an option and a change in program name. The proposed option is Fitness, Conditioning, and Performance. The new program name will be Physical Activity and Health, as shown below:

~~Health Promotion~~ Physical Activity and Health, BS

According to information submitted by AU, the new name more accurately reflects the program emphasis and used in the name of similar programs at other universities around the country.

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

General Education	42 sh
Program core	40 sh
Option	36 sh
Electives	2 sh
Total	120 sh

The program core includes such courses as Wellness; Motor Development-School Years with lab; Physical Activity and Public Health; Biomedical Analysis of Movement; and Physiology of Exercise.

Courses in the proposed option will be such courses as Exercise and Sport Psychology; Applied Anatomy; Sport Techniques and Movement Analysis; Individual/Group Instruction; Exercise Program Special Populations; and Sports Management.

**Budgetary Impact:**

The proposed option will require new funding from internal reallocation. Start-up funds of \$740,000, required for equipment, will be phased in over a three-year period. New personnel (including three new faculty members), will be needed, with an estimated cost of \$439,200 of continuing funds. This expenditure also will be phased in over the same three year period.

According to AU officials, the new option will address important health needs of the state, nation, and world, as

well as promote injury prevention and performance optimization in everyday living and in sport related contexts. Furthermore, there are many undergraduate students at AU who are interested in this high demand field.

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 alteration 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 D-2: Auburn University, Addition of an Option in Hotel and Restaurant Management to the Existing PhD in Nutrition (CIP 30.1901)

**EXECUTIVE SUMMARY**

**Reason for Action:** Auburn University has requested the addition of an option in Hotel and Restaurant Management in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed concentration will require 60 semester hours.
- According to AU officials, the addition of a formal option will update and strengthen an existing curriculum available in the PhD in Nutrition.
- The option will use existing courses and resources.

**DECISION ITEM D-2:** Auburn University, Addition of an Option in Hotel and Restaurant Management to the Existing PhD in Nutrition (CIP 30.1901)

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: Auburn University (AU) currently has the Doctor of Philosophy (PhD) in Nutrition at CIP 30.1901 in the Commission's Academic Program Inventory. AU has proposed the addition of an option in Hotel and Restaurant Management to the existing program.

The program with the proposed concentration will require a minimum of 60 semester hours (sh).

Program core	26 sh
Concentration	34 sh
(Includes at least 16 sh in specialized electives)	
Total	60 sh

The program core includes the following courses: NTRI 7750 – Methods of Research; NTRI 8850 – Doctoral Seminar; ERMA 7300 and 7310 – Design and Analysis in Education I and II; graduate level methods/statistics courses; NTRI 8990 – Research and Dissertation.

Courses in the proposed option will be: Science of Quality Service in Hospitality; Hospitality Enterprise; Advanced Tourism Analysis; Current Issues in Hospitality Management; Advance Hospitality Management: Research and Applications; and Theoretical Developments for Hospitality.

Examples of specialized elective courses include: Catering and Event Management; Supervised Teaching in Nutrition; Advance Topics in Nutrition; Study Travel in Nutrition; Professional Internship; and Global Hospitality.

**Budgetary Impact: None.**

The proposed option will use existing courses and resources.

According to AU officials, the addition of a formal option will update and strengthen an existing curriculum available in the PhD in Nutrition. The proposed revision will enhance the scholarly rigor of the PhD curriculum. It will also make it simpler for students to recognize the sequence and distribution of courses, along with the three main components of Specialization, Research Methods and Statistics, and Dissertation.

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 D-3: Action on Troy University's Request to Extend the BS/BA in Sociology (Dothan) (CIP 45.1101) to the Troy and Montgomery Campuses

**EXECUTIVE SUMMARY**

**Reason for Action:** Troy University has requested the extension of the BS/BA in Sociology (CIP 45.1101) to the campuses at Troy and Montgomery.

**Factor for Consideration:**

- Troy University has made this request in agreement with guidelines adopted by the Commission in September 2009.
- TROY provided evidence of interest in the program's extension among current students.
- The extension of the program will be done with existing resources and will have no budgetary impact.



**DECISION ITEM D-3:** Action on Troy University's Request to Extend the BS/BA in Sociology (Dothan) (CIP 45.1101) to the Troy and Montgomery Campuses

Staff Presenter: Mrs. Ellen E. Haulman  
Assistant Director for Instruction

Staff Recommendation: That the Commission approve the extension of the BS/BA in Sociology (Dothan) (CIP 45.1101) to the campuses at Troy and Montgomery.

Background: Troy University has requested that the Commission approve the extension of BS/BA in Sociology, presently offered only at the Dothan campus, to the institution's Troy and Montgomery campuses.

Troy University's (TROY) program listings in the Commission's Academic Program Inventory are site specific, as stipulated in the Commission's approval of the consolidation of Troy State University, Troy State University Montgomery, and Troy State University Dothan. The Commission approval further stipulated that "no program not currently offered at a campus may be offered at another campus without the approval of ACHE."

In September 2009, the Commission established a process to review requests for expansion of programs to additional campuses as reasonable extensions/alterations of existing programs. The process included the following criteria for review.

1. Evidence of the strength of the current program.
2. Need for the Program: The institution must provide documentation that there is significant unmet need (employer demand) which cannot be met by the campus-based program or by other similar programs in the state.
3. Adequate Student Demand: The institution must provide documentation of strong student demand.
4. Evidence of adequate resources at the new site: faculty, facilities, library.
5. Signed clinical agreements, if required for the program.

Supporting Documentation:

1. Attachment 1: "Administrative and Institutional Consolidation of Troy State University, Troy State University Montgomery, and Troy State University Dothan," approved June 24, 2005. Available upon request.
2. Letter from Dr. Jack Hawkins, Chancellor of Troy University, dated June 21, 2011. Available upon request.

### PROGRAM EXTENSION REQUEST

Program: CIP 45.1101, Sociology, BS/BA

Request: Extension of the full program to the Troy and Montgomery campuses of Troy University. The program also will be offered as a distance education program.

Evidence of the strength of the current program: According to IPEDS, the existing program, which is offered only at the Dothan campus, has averaged over 6 graduates for the last five years. In the request Troy reported 22 students were enrolled in the program in fall 2010. In addition, 8 students were enrolled in a sociology concentration available in the BS in Social Science at the Montgomery and Troy campuses. A total of 559 students are enrolled in a related baccalaureate general social science concentration in the BS in Social Science, which is offered at Troy, Montgomery, Dothan, and through distance education.

Need for the program: *The institution must provide documentation that there is significant unmet need (employer demand) which cannot be met by the campus-based program or by other similar programs in the state.*

A liberal arts major, Sociology is among a group of baccalaureate programs commonly offered at universities. Thirteen institutions, including Troy, currently have such programs listed in the Commission's Academic Program Inventory. Alabama State University previously had a Sociology program, but deleted it at the March 2010 Commission meeting as the result of viability review.

The request provided the following information from the American Sociological Society:

BAs in sociology apply the sociological perspective to a wide variety of jobs in such sectors as business, the health professions, the criminal justice system, social services, and the government.

The report also stated that Sociology provides a broad base for training in professions such as law, education, medicine, social work, and counseling.

Adequate student demand: *The institution must provide documentation of strong student demand.*

The program is expected to attract current students at Troy University. A survey was administered to over 200 active students (Troy campus and eCampus). Results indicated interest in the program. Troy officials project that all six of the current students pursuing the sociology concentration in the Social Science program will become Sociology majors. Also, a large number of other Social Science majors on eCampus and the Montgomery campus are expected to change to the Sociology program. The request stated that 37 students are projected to enroll in the program.

According to the request, 348 students enrolled in seven sections of sociology courses on the Troy campus for fall 2010. Seventeen sociology courses were offered on the Montgomery campus with enrollments of 346.

Evidence of adequate resources at the new site: faculty, facilities, library:

**Budgetary Impact: None.**

No additional resources are required. Both the Troy campus and the Montgomery campus already offer many sociology courses as a part of the BS/BA in Social Sciences (Troy, Dothan, Montgomery), as well as through distance modalities. There is already adequate faculty for teaching these courses. Both campuses have adequate facilities and library holdings to support the extension of the program.

**BS/BA SOCIOLOGY CURRICULUM**

<b>Hours in General Education:</b>	<b>60 semester hrs. (sh)</b>
<b>Including These Specialized General Education Requirements:</b>	
SOC 2275 Introduction to Sociology	3
IS 2241 Computer Concepts and Applications	3
TROY 1101 University Orientation	1
SOC 2280 Social Problems in Contemporary Society	3
<b>Requirements for the Major:</b>	<b>36 sh</b>
SS 3375 Introduction to Social Science Inquiry	3
SS 3376 Application of Social Scientific	3
SOC 4420 Sociological Theory	3
SS 4499 Senior Seminar	3
Hours in additional upper level sociology courses (selected with the approval of the student's advisor)	24
<b>Hours in minor:</b>	<b>18 sh</b>
<b>Hours in free electives:</b>	<b>6 sh</b>
<b>Total hours required for the program:</b>	<b>120 semester hrs.</b>

DECISION ITEM D-4: The University of Alabama at Birmingham, Addition of Concentrations in Biomaterials/Tissue Engineering and Biomechanics to the Existing BSBME in Biomedical Engineering (CIP 14.0501)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham (UAB) has requested the addition of concentrations in Biomaterials/Tissue Engineering and Biomechanics 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 128 semester hours.
- According to information submitted by UAB, because the discipline of Biomedical Engineering is very broad, and many graduates work in a specialized area, the institution's Advisory Council and alumni have recommended that students have the option to target electives to gain deeper knowledge in a specific area of biomedical engineering and for that concentration to be formally recognized on the student's transcript.

DECISION ITEM D-4: The University of Alabama at Birmingham Addition of Concentrations in Biomaterials/Tissue Engineering and Biomechanics to the Existing BSBME in Biomedical Engineering (CIP 14.0501)

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 Alabama at Birmingham (UAB) currently has the Bachelor of Science Biomedical Engineering (BSBME) in Biomedical Engineering at CIP 14.0501 in the Commission's Academic Program Inventory. UAB has proposed the addition of concentrations in Biomaterials/Tissue Engineering, and Biomechanics to the existing program.

The program with the Biomaterials/Tissue Engineering concentration will require a total of 128 semester hours (sh):

General Education	62 sh
Program Core	54 sh
Concentration	12 sh
Total	128 sh

The program with the Biomechanics concentration will require a total of 128 semester hours:

General Education	62 sh
Program Core	54 sh
Concentration	12 sh
Total	128 sh

Courses in the program core include: Electrical Systems; Intro to Engineering I & II; Computer Methods for Engineering; and Engineering Graphics.

Courses in the Biomaterials/Tissue Engineering concentration will include: Implant-Tissue Interactions; Tissue Engineering; Physical Materials I; and Molecular Genetics.

Courses in the Biomechanics concentration include: Biofluids; Engineering Analysis; Continuum Mechanics of Solids; and Intro to Finite-Element Method.

According to information submitted by UAB, because the discipline of Biomedical Engineering is very broad, and many graduates work in a specialized area, the institution's Advisory Council and alumni have recommended that students have the option to target electives to gain deeper knowledge in a specific area of biomedical engineering and for that concentration to be formally recognized on the student's transcript.

**Budgetary Impact:** No additional resources will be required.

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 D-5: The University of Alabama at Birmingham, Addition of Concentrations in Biomaterials, Polymer Matrix Composites, and Metallurgy to the Existing BSMtE in Materials Engineering (CIP 14.1801)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham (UAB) has requested the addition of concentrations in Biomaterials, Polymer Matrix Composites, and Metallurgy 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 128 semester hours.
- According to information submitted by UAB, because Materials Science and Engineering is very broad, and many graduates work in a specialized area, the institution's departmental Industrial Advisory Council and alumni have recommended that students have the option to target electives to gain deeper knowledge in a specific area of materials and for that concentration to be formally recognized on the student's transcript.

DECISION ITEM D-5

The University of Alabama at Birmingham, Addition to Concentrations in Biomaterials, Polymer Matrix Composites, and Metallurgy to the Existing BSMtE in Materials Engineering (CIP 14.1801)

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 Alabama at Birmingham (UAB) currently has the Bachelor of Science Materials Engineering (BSMtE) in Materials Engineering at CIP 14.1801 in the Commission's Academic Program Inventory. UAB has proposed the addition of concentrations in Biomaterials, Poly Matrix Composites, and Metallurgy to the existing program.

The program with the Biomaterials concentration will require a total of 128 semester hours (sh):

General Education	24 sh
Program Core	92 sh
Electives	3 sh
Concentration	9 sh
Total	128 sh

The program with the Poly Matrix Composites concentration will require a total of 128 semester hours:

General Education	24 sh
Program Core	92 sh
Electives	3 sh
Concentration	9 sh
Total	128 sh

The program with the Metallurgy concentration will require a total of 128 semester hours:

General Education	52 sh
Program Core	67 sh
Concentration	9 sh
Total	128 sh

Courses in the program core include: Mechanics of Solids; Engineering Analysis I; Chemistry I/Laboratory; Chemistry II/Laboratory; and Electrical Systems.

Courses in the Biomaterials concentration include: Biomaterials for Non-Majors; Biomedical Measurements; Implant-Tissue Interactions; and Tissue Engineering.

Courses in the Poly Matrix Composites concentration include: Organic Chemistry I; Organic Chemistry



Laboratory; Nanomaterials; Failure Analysis; and Non-destructive Evaluation of Materials.

Courses in the Metallurgy concentration include: Failure Analysis; Interpretation of Microstructure; Principles of Metal Casting; and Nondestructive Evaluation of Materials.

According to information submitted by UAB, because Materials Science and Engineering is very broad, and many graduates work in a specialized area, the institution's departmental Industrial Advisory Council and alumni recommend that students have the option to target electives to gain deeper knowledge in a specific area of materials and for that concentration to be formally recognized on the student's transcript.

**Budgetary Impact:** No additional resources will be required.

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 D-6: The University of Alabama at Birmingham, Addition of a Concentration in Sustainable Engineering Design and Construction to the Existing BSCE in Civil Engineering (CIP 14.0801)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham has requested the addition of a concentration in Sustainable Engineering Design and Construction in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed concentration will require 128 semester hours.
- According to UAB officials, there is a strong need to enhance undergraduate students' civil engineering education by introducing the emerging fields of sustainable/green development.
- The concentration will consist of existing courses and will not require additional resources.

DECISION ITEM D-6: The University of Alabama at Birmingham, Addition of a Concentration in Sustainable Engineering Design and Construction to the Existing BSCE in Civil Engineering (CIP 14.0801)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Background: The University of Alabama at Birmingham currently has the Bachelor of Science Civil Engineering (BSCE) in Civil Engineering at CIP 14.0801 in the Commission's Academic Program Inventory. UAB has proposed the addition of a concentration in Sustainable Engineering Design and Construction to the existing program.

The program with the proposed concentration will require a minimum of 128 semester hours (sh).

General education coursework	52 sh
Program core	67 sh
Concentration	9 sh
Total	128 sh

The program core includes the following courses: Engineering Graphics; Introduction to Engineering 1 & 2; Engineering Geology; and Computer Methods for Engineers.

The following three courses will be in the concentration: Energy Resources; Sustainable Construction; and Green Building Design.

**Budgetary Impact: None.**

The addition of the concentration will not have any budgetary impact. The concentration will be made up of courses that are already offered.

According to UAB officials, there is a strong need to enhance undergraduate students' civil engineering education by introducing the emerging fields of sustainable/green development.

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 D-7: The University of Alabama in Huntsville, Addition of a Concentration in Entrepreneurship to the Existing BSBA in Business Administration and Management (CIP 52.0201)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama in Huntsville (UAH) has requested the addition of a concentration in Entrepreneurship in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed concentration will require 128 semester hours.
- According to UAH officials, the entrepreneurship concentration is designed for students interested in starting businesses after completing the Business Administration and Management program.

**DECISION ITEM D-7:** The University of Alabama in Huntsville, Addition of a Concentration in Entrepreneurship to the Existing BSBA in Business Administration and Management (CIP 52.0201)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Background: The University of Alabama in Huntsville (UAH) currently has the Bachelor of Science in Business Administration degree (BSBA) in Business Administration and Management at CIP 52.0201 in the Commission's Academic Program Inventory. UAH has proposed the addition of a concentration in Entrepreneurship to the existing program.

The program with the proposed concentration will require a minimum of 128 semester hours (sh).

General education coursework	53 sh
Program core	42 sh
Electives	12 sh
Management coursework	9 sh
Concentration	12 sh
Total	128 sh

The program core includes the following courses: Business Statistics I & II; Financial Accounting; Management Accounting; and Legal Environments of Business.

Courses in the proposed concentration will be: Marketing Emerging Technologies; New Venture Strategies; Financial Issues in Entrepreneurship; and New Venture Challenge.

**Budgetary Impact:** Internal reallocation will be used to fund the addition of part-time faculty each year at the cost of \$3,400.

According to UAH officials, the entrepreneurship concentration is designed for students interested in starting businesses after completing the Business Administration and Management program.

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 E:** Public Drawing to Determine the Order of Payment of Alabama Student Grant Program (ASGP) Funds for the 2011-2012 Academic Year

Staff Presenter: Mrs. Cheryl Newton  
Grants Coordinator

Staff Recommendation: That the Commission conduct a public drawing to determine the order of payment to institutions.

Background: Chapter 300-4-.04 of the Alabama Student Grant Program Regulations states the order in which institutions will be issued Fall term checks shall be determined by a random and public drawing of institutions. Pursuant to the regulations, sealed envelopes with the names of the institutions which have declared their intentions to apply for participation in the ASGP for the 2011-2012 academic year have been provided to the Commission Chairman, Mr. Shaw, in order for the drawing to be held.

The results of the drawing at this meeting will determine the order in which grant funds will be released to institutions for the Fall term. After all Fall term payments are issued, the order will be reversed – so the institution ranked first for Fall term drops to last place for second term payment.

Supporting Documentation: Chapter 300-4-.04 of the Alabama Student Grant Program Regulations (available upon request).



DECISION ITEM F: Forever Wild Appointment of Board Member

**EXECUTIVE SUMMARY**

**Reason for action:**

Act No. 91-219 established the Board of Trustees of the Alabama Forever Wild Land Trust. Each eligible institution of higher education is entitled to submit one nomination to the Alabama Commission on Higher Education for the professional biologist trustee from their geographical region to serve on the Board. The term of Dr. Lawrence Davenport from Samford University will expire on September 30, 2011.

DECISION ITEM F:

Forever Wild Appointment of Board Member

Staff Presenter

Mrs. Margaret Gunter  
Director of Communications & Governmental Relations

Staff Recommendation:

The staff recommends that the Commission appoint Dr. Gary Hepp, Ireland Endowed Distinguished Professor in the School of Forestry and Wildlife Sciences at Auburn University, to represent the Central District to the Board of Forever Wild.

Background Information:

Act No 91-219 established a Board of Trustees of the Alabama Forever Wild Land Trust. ACHE appoints three members to serve staggered terms (every two years) to the Board. The term held by Dr. Lawrence Davenport from Samford University expires on September 30, 2011.

Dr. Hepp has an extensive career in Wildlife Management, Wildlife Ecology and Management, Waterfowl Biology and Management. He has numerous publications and grants. Dr. Hepp has been involved with the Wetlands Reserve Program and Ducks Unlimited to utilize these land resources for educational purposes. He is highly qualified to fill the vacancy on the Forever Wild Board; the staff recommends that he be approved.

Supporting Documentation:

1. Nomination form. Attached
2. Resume of nominee. Available upon request.

Professional Biologist for Board of Trustees  
Alabama Forever Wild Land Trust

Institution Submitting Nomination: Auburn University

Name of Nominee: Dr. Gary Hepp

Nominee has degree as a biologist:  Yes  No Number of Years experience: 27

Nominee is and will remain an Alabama resident:  Yes  No

Nominee has Record of Research In:  Biology  Zoology  Environmental Sciences  
 Wildlife Science

Nominee has Record of Publications in the field for the last five years:  Biology  Zoology  
 Environmental Sciences  Wildlife Science

List and describe demonstrated knowledge of and commitment to land acquisition for the purposes of conservation and recreation:

Dr. Hepp has educated many students in the critical need for suitable habitat for waterfowl and many species of wildlife. He has mentored approximately 70 graduate students and many more undergraduates by helping them understand the importance of conservation and outdoor recreation in the United States. Many of these former students are now in management positions where they have the potential to directly influence the availability or acquisition of lands for these purposes. In particular, Dr. Hepp has been involved with both the Wetlands Reserve Program and Ducks Unlimited to utilize these land resources for educational purposes.

\_\_\_\_\_ (attach additional sheets if necessary)

RETURN NOMINATION FORM TO:

Alabama Commission on Higher Education  
Attention: Margaret Gunter  
100 N. Union Street, Room 782  
Montgomery, AL 36104-3758  
334-242-0268 (fax)

INFORMATION ITEM A: Distribution of 2011-2012 Alabama Student Assistance Program (ASAP) Funds

Staff Presenter: Mrs. Cheryl Newton  
Grants Coordinator

Staff Recommendation: For information only.

Background: Due to the elimination of the Federal Leveraging Educational Assistance Partnership (LEAP) Program, the Alabama Student Assistance Program is funded through state appropriations only. This program was awarded additional state funds as a result of the Knight v. Alabama settlement.

ASAP provides need-based grants to Alabama students to meet their educational costs of attending Alabama postsecondary institutions. Awards range from \$300 to \$5,000 for an academic year.

The ASAP distribution schedule used for the ASAP complies with the procedure outlined in the Alabama Student Assistance Program Regulations and Commission policy approved on August 21, 1987. Following these guidelines, ACHE staff has compiled the 2011-2012 ASAP Distribution Schedule.

Because most institutions in Alabama have converted from the quarter to the semester system, there will be insufficient funds in January to process second term payments – the normal time for making second term payments. For this reason, second term payments cannot be made until July, 2012 – well after the completion of the second semester.

Supporting Documentation:

1. ASAP distribution policy approved by the Commission on August 21, 1987 (available upon request).
2. 2011-2012 Alabama Student Assistance Program Institutional Distribution of State Funds (available upon request).

**INFORMATION ITEM B:** Alabama State University, Addition of the EdS in Counseling, CIP 13.1101

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

**Staff Recommendation:** For information only.

**Background:** Alabama State University (ASU) has an existing AA certification in school counseling which was approved by the State Board of Education (SBE). Prior to the June meeting, this certification curriculum was part of the shared EdS program with Auburn University at Montgomery (AUM). At the June 10, 2011, meeting, both ASU and AUM terminated the shared program. ASU has requested the addition of a separate EdS program in Counseling to the Commission's Academic Program Inventory at CIP 13.1101.

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. ASU's request meets this requirement.

**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 C:** Auburn University at Montgomery, Addition of the EdS in Counseling, CIP 13.1101

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

**Staff Recommendation:** For information only.

**Background:** Auburn University at Montgomery (AUM) has an existing AA certification in school counseling which was approved by the State Board of Education (SBE). Prior to the June meeting, this certification curriculum was part of the shared EdS program with Alabama State University (ASU). At the June 10, 2011, meeting both ASU and AUM terminated the shared program. AUM has requested the addition of separate EdS program in Counseling to the Commission's Academic Program Inventory at CIP 13.1101.

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. AUM's request meets this requirement.

In addition to AA certification, the program will also include a long-standing non-certification concentration in community counseling, which was a part of the deleted 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 D:** The University of Alabama at Birmingham, Change in the Name of the Division of Women's Pelvic Medicine and Reconstructive Surgery to the Division of Urogynecology and Pelvic Reconstructive Surgery

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

**Staff Recommendation:** For information only.

**Background:** The Board of Trustees of the University of Alabama at Birmingham (UAB) has approved the change in the name of the Division of Women's Pelvic Medicine and Reconstructive Surgery to the Division of Urogynecology and Pelvic Reconstructive Surgery.

According to UAB officials, this new name change will clarify the scope of this division's clinical care to patients and referring physicians as well as reflect the nature of the work conducted within this unit, while better representing the current techniques and advancements within the field.

This change involves only a change in name and does not create or alter the administrative unit itself. Therefore, the item does not require Commission approval.

**Supporting Documentation:**

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1-.06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

**INFORMATION ITEM E:**                    The University of Alabama at Birmingham,  
Implementation of Class AA Teacher Certification  
Programs

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

Staff Recommendation:                 For information only.

Background:                                The University of Alabama at Birmingham (UAB) has notified the Commission of the approval by the Alabama Board of Education of two new Class AA teacher certification programs. They are: 1) the Class AA in Teacher Leader; and 2) the Class AA in Collaborative Teacher: Autism Spectrum Disorder Concentration.

These certifications will be offered through an existing academic program, the Education Specialist (EdS) in Education, CIP 13.1101. There will be no addition to the Academic Program Inventory.

- 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 F:** 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 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:

Auburn University

Graduate Certificate in Movement Skills Analysis –  
CIP 13.1314

Graduate Certificate in Non-Profit Organizations and  
Community Governance – CIP 44.0401

Graduate Certificate in Program Evaluation –  
CIP 13.0401

Graduate Certificate in Archival Studies – CIP 54.0101

Graduate Certificate in Communications Studies –  
CIP 09.0199

Graduate Certificate in Adult Education and English  
Language Teaching – CIP 13.1319

The University of Alabama in Huntsville

Graduate Certificate in Enterprise Resource Planning -  
CIP 52.1206

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 G: 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.

Auburn University:

Teacher Education, MS – CIP 13.1206  
Teacher Education, MEd – CIP 13.1206

Troy University:

Instructional Leadership in Administration, EdS -  
CIP 13.0401

Sociology, BS/BA – CIP 45.1101

University of Montevallo:

Master's level Teacher Certification in P-12  
Art/Music/Physical Education, Secondary Ed., MEd. –  
CIP 13.1205

The University of Alabama

Master of Law, LLM – CIP 22.0299

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.

INFORMATION ITEM H: 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.

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.

Trenholm State Technical College	47.0605	Diesel Mechanics, Diploma*
	48.0501	Welding, Diploma*
	52.0408	Clerical Technology, Diploma*

\*Certificate program in this field will remain in the Inventory

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.

Auburn University	13.1314	<del>Health and Physical Education</del> <u>Physical Activity and Health</u> , MS, MEd**
	<del>26.0104</del> <u>26.0102</u>	<del>Biology</del> <u>Biomedical Sciences</u> , BS
	14.0401	<del>Design-Build</del> <u>Integrated Design and Construction</u> , <del>MDB</del> <u>MIDC</u>
Faulkner State Community College	51.0908	Respiratory Therapy <del>Assistant</del> , AAS
Shelton State Technical College	51.0908	Respiratory Therapy <del>Assistant</del> , AAS, Certificate
Wallace State Community College (Dothan)	51.0908	Respiratory Therapy <del>Tech</del> <u>Therapist</u> , AAS, Certificate
Wallace State Community College (Hanceville)	51.0908	Respiratory Therapy <del>Tech</del> , AAS
Trenholm State Technical College	47.0603	Automotive Body Repair, <del>Diploma</del> , <u>Certificate</u>
	51.3901	Practical Nursing, <del>Diploma</del> , <u>Certificate</u>

Note: "Strike Outs" indicate original CIP code, program title, or degree nomenclature and "Underlines" indicate changes.

\*\*See the related decision item, "Auburn University, Alteration of the BS in Health Promotion," which includes a name change from Health Promotion to Physical Activity and Health.

C. Programs Placed on Inactive Status

In accordance with Commission policy, the following program inventory entry is placed on inactive status as of September 9, 2011. The institution may reinstate this program to active status within five years of September 9, 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.

Auburn University

45.0401

Criminology, BA

INFORMATION ITEM I: Reid State Technical College, New Exempt Off-Campus Site

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Reid State Technical College (REI) plans to offer courses at the following new off-campus site beginning in fall 2011:

Workforce Development Center, Evergreen, Alabama

Discussion: An official with REI 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.

REI plans to offer coursework that will lead to an Associate in Applied Technology in Child Development and Education, or a Short Certificate in Nursing Assistant/Home Health Aide.

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

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

Supporting Documentation:

1. Proposal for New Off-Campus Site at Workforce Development Center, Evergreen, 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:**

**Administrator Responsible for Site**

**Name & Title:** Dr. Douglas M. Littles, President

**Telephone:** (251)578-1313, extension 103

**Fax:** (251)578-5355

**E-Mail:** dlittles@rstc.edu

**Contact Person at Site If Other Than Administrator Above**

**Name & Title:** Carol Byrd, Director of Adult Education

**Telephone:** (251)578-9036

**Fax:** (251)578-1400

**E-Mail:** cbyrd@rstc.edu

**Location of Proposed Site**

**Facility:** Workforce Development Center (Evergreen)

**Street Address:** 300 Jaguar Drive

**City:** Evergreen      **State:** AL

**County:** Conecuh

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

**Currently offering**

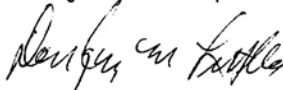
Type of Site	Check One:
<b>Non-Exempt</b>	
<b>Exempt from Review by Statute</b>	
Fall 1978 registration exceeded 500.	
University operated site prior to 1960.	
Site located on military reservation.	
Business & industry site where employees only are enrolled.	
<b>Exempt from Review by Commission Policy</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:

COURSE LIST

The institution will develop its schedule at this new site each term from the following list of courses.

<b>Courses (Include Number &amp; Title)</b>
CGM100-Introduction to Early Care and Education of Children
CGM201-Child Growth and Development Principles
CGM202-Children's Creative Experiences
CGM203-Children's Literature and Language Development
CGM204-Methods and Materials for Teaching Children
CGM205-Program Planning for Educating Young Children
CGM206-Children's Health and Safety
CGM208-Administration of Child Development Programs
CGM209-Infant and Toddler Education Programs
CGM210-Educating Exceptional Children
CGM211-Child Development Seminar
CGM214-Families and Communities in Early Care and Education Programs
CGM215-Supervised Practical Experience in Child Development
CGM217-Math and Science for Young Children
CGM221-Family Child Care
CGM224-School Age Child Care
Electives:
CGM212-Special Topics in Child Development
CGM220-Parenting Skills
CGM230-Introduction to Afterschool Programs
CGM231-Afterschool Programming
NAS120-Fundamentals of Nursing Assistant/Home Health Aide
NAS121 Fundamentals of Nursing Assistant/Home Health Aide Clinical
NAS115-CPR/Basic First Aid
HPS105-Medical Terminology
Adult Education Classes: GED, Basic Skills, and Workkeys
Ready to Work Classes
Dual Enrollment Classes:
NAS115-CPR/First Aid
HPS105-Medical Terminology
HPS103-Foundation Competencies for Health Sciences
HPS101-Cardiopulmonary Resuscitation I
HPS108-First Aid
HPS109-Asepsis
HPS111-Computer Applications for the Health Sciences
NAS120-Fundamentals of Nursing Assistant/Home Health Aide

Add additional rows if needed.



INFORMATION ITEM J: The University of Alabama at Birmingham, New Exempt Off-Campus Site

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: The University of Alabama at Birmingham (UAB) plans to offer courses at the following new off-campus site beginning in fall 2011:

Trace Crossings Elementary School, Hoover, Alabama

Discussion: An official with UAB 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 UAB is exempt from Commission approval by policy because the proposed site is located within UAB's service area.

The proposal was posted on the Commission website from July 11 until July 31 for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at Trace Crossings Elementary School, Hoover, 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:** UAB School of Education  
**Administrator Responsible for Site**  
**Name & Title:** Lynn Kirkland, Ed.D., Chair, Dept of Curriculum & Instruction  
**Telephone:** 205-934-8358  
**Fax:** 205-934-4792  
**E-Mail:** lkirk@uab.edu  
**Contact Person at Site If Other Than Administrator Above**  
**Name & Title:** Robin Litaker, Principal, Trace Crossings Elementary School  
**Telephone:** 439-2700  
**Fax:** 439-2701  
**E-Mail:** rlitaker@hoover.k12.al.us  
**Location of Proposed Site:** Trace Crossings Elementary School, Hoover AL  
**Facility:** Trace Crossings Elementary School  
**Street Address:** 5454 Learning Lane  
**City:** Hoover, AL 35244 **County:** Jefferson  
**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.	
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: *Coral Z. Ga*

Date: 6/20/11



# Institutions of Higher Education

