

# Alabama Commission on Higher Education

RSA Union Building, 100 North Union Street, Room 782

Montgomery, AL 36104

Office: 334-242-1998

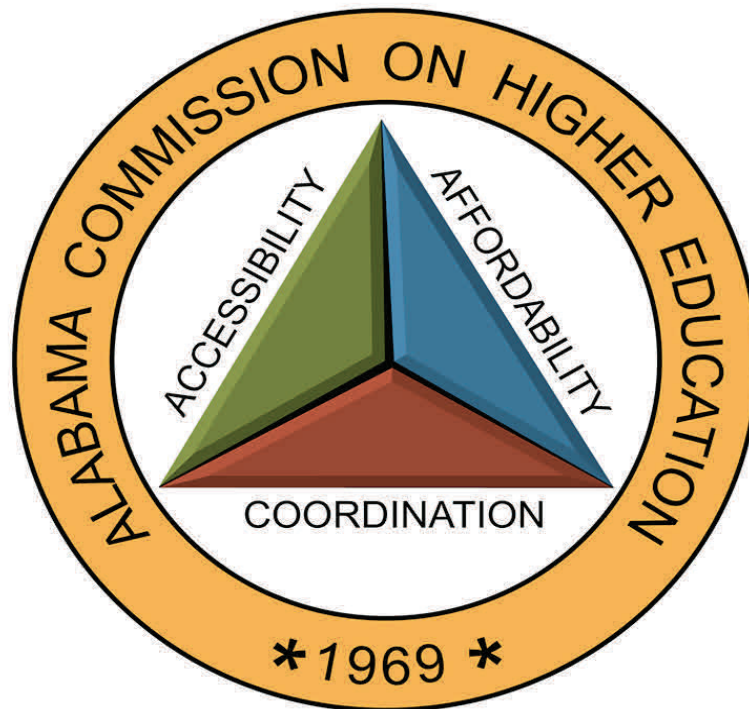
Fax: 334-242-0268

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

## COMMISSION MEETING

June 8, 2012

10:00 a.m.



**Public Service Commission Hearing Room**

**RSA Union Building, 9<sup>th</sup> Floor**

**100 North Union Street**

**Montgomery, Alabama 36104**

# **Alabama Commission on Higher Education Committee Structure**

## **Executive Committee**

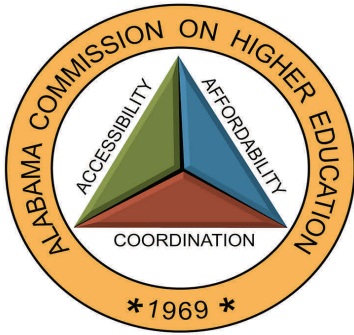
*Steve Shaw, Chair*  
*Jeff Coleman, Vice-chair*  
*William Powell*  
*Charles Ball*

## **Instructional Affairs Committee**

*Charles Ball, Chair*  
*Missy M. Smith*  
*Sydney Raine*  
*Karen Calametti*  
*Drew Linn*  
*Patricia McGriff*

## **Finance Committee**

*William Powell, Chair*  
*Jeff Coleman*  
*Larry Hughes*  
*Philip Dotts*  
*Darius Foster*



# AGENDA

## ALABAMA COMMISSION ON HIGHER EDUCATION

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

June 8, 2012  
10:00 a.m.

- I. Call to Order
- II. Roll Call of Members and Determination of Quorum
- III. Approval of Agenda
- IV. Consideration of Minutes of March 9, 2012 ..... 1
- V. Chairman’s Report
- VI. Executive Director’s Report
- VII. Nominating Committee Report & Election of Officers
- VIII. Decision Items
  - A. Academic Programs (Policies and Procedures Manual, Tab 5B, Criteria for the Evaluation of Proposals for New Programs of Instruction)
    - 1. Alabama State University, Bachelor of Fine Arts in Dance (CIP 50.0301) .....7  
**Staff Presenter: Margaret Pearson**
    - 2. Northwest Shoals Community College, Associate in Applied Science in Medical Assisting Technology (CIP 51.0801) ..... 17  
**Staff Presenter: Margaret Pearson**
    - 3. Troy University, Bachelor of Fine Arts in Dance (CIP 50.0301) ..... 28  
**Staff Presenter: Margaret Pearson**
    - 4. Troy University, Bachelor of Arts/Bachelor of Science in Liberal Studies (CIP 24.0101) ..... 41  
**Staff Presenter: Margaret Pearson**
    - 5. Troy University, Master of Accountancy (MAcc) in Accountancy (CIP 52.0301) ..... 49  
**Staff Presenter: Ellen Haulman**
    - 6. Troy University, Master of Science in Strategic Communication (CIP 09.0199) ..... 58  
**Staff Presenter: Ellen Haulman**
    - 7. University of Alabama at Birmingham, Master of Science in Biotechnology (CIP 26.1201) ..... 67  
**Staff Presenter: Ellen Haulman**

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

1. Faulkner State Community College, Alteration of the AAS in Business (CIP 52.0201)..... 76  
**Staff Presenter: Ellen Haulman**
2. University of North Alabama, Addition of a Concentration in Public History to the Existing MA in History (CIP 54.0101) ..... 79  
**Staff Presenter: Ellen Haulman**
3. Troy University, Addition of a Concentration in Environmental Policy to the Existing MS in Environmental and Biological Sciences (CIP 30.9999) ..... 82  
**Staff Presenter: Ellen Haulman**
4. Troy University, Addition of an Emphasis in Public History to the Existing BA/BS in History (CIP 54.0101)..... 84  
**Staff Presenter: Ellen Haulman**
5. Troy University, Addition of Options in Leadership Studies, Instructional Technology, and Curriculum and Instruction Design to the Existing MS in Adult Education (CIP 13.1201)..... 87  
**Staff Presenter: Ellen Haulman**
6. Troy University, Alteration of the DNP in Nursing (CIP 51.3802)..... 91  
**Staff Presenter: Ellen Haulman**
7. Action on Troy University’s Request to Extend the MS in Adult Education (Montgomery campus) (CIP 13.1201) to the Troy and Dothan Campuses ..... 94  
**Staff Presenter: Ellen Haulman**
8. University of Alabama at Birmingham, Alteration of the PhD in Early Childhood Education (CIP 13.1210)..... 98  
**Staff Presenter: Ellen Haulman**
9. University of Alabama at Birmingham, Establishment of the Department of Urology In the School of Medicine ..... 101  
**Staff Presenter: Margaret Pearson**
10. University of Alabama at Birmingham, Establishment of the Department of Cell, Developmental and Integrative Biology in the School of Medicine ..... 103  
**Staff Presenter: Margaret Pearson**
11. Jacksonville State University, Addition of a Concentration in Business Marketing Education to the Existing MEd in Secondary Education (CIP 13.1205)..... 105  
**Staff Presenter: Margaret Pearson**
12. University of Alabama, Addition of a Concentration in Mental Health and Primary Care to the Existing MSN in Nursing (CIP 51.3801)..... 108  
**Staff Presenter: Margaret Pearson**

- 13. University of South Alabama, Addition of a Concentration in Sport and Recreation Management to the Existing BS in Leisure Studies (CIP 31.0101) .....110  
**Staff Presenter: Margaret Pearson**
- 14. University of Alabama at Birmingham, Addition of a Track in Engineering Management to the Existing MEng in Engineering (CIP 14.0101) ..... 113  
**Staff Presenter: Margaret Pearson**
- 15. University of Alabama at Birmingham, Addition of Concentrations in Marketing Management Professional Sales Management, Retail Marketing Management, Social Media Management to the Existing BS in Marketing (CIP 52.1401) .....116  
**Staff Presenter: Margaret Pearson**
- 16. University of South Alabama, Addition of Four Options to the DNP in Nursing (CIP 51.3801) .....119  
**Staff Presenter: Margaret Pearson**
- 17. University of South Alabama, Addition of Five Options to the MSN in Nursing (CIP 51.3801) .....122  
**Staff Presenter: Margaret Pearson**

**C. Off-Campus Sites** (Policies and Procedures Manual, Tab 9, Guidelines for Regulation of Off-Campus Instruction)

- 1. University of North Alabama, New Off-Campus Program (MBA in Business Administration) at Athens State University .....125  
**Staff Presenter: Ellen Haulman**

**IX. Information Items**

- A. Lurleen B. Wallace Community College, New Exempt Off-Campus Site .....131  
**Staff Presenter: Margaret Pearson**
- B. Lurleen B. Wallace Community College, New Off-Campus Program (Short-Term Certificate in Culinary Arts) at Springdale Estate .....134  
**Staff Presenter: Margaret Pearson**
- C. Central Alabama Community College, New Exempt Off-Campus Site .....136  
**Staff Presenter: Margaret Pearson**
- D. University of South Alabama, New Exempt Off-Campus Site .....139  
**Staff Presenter: Margaret Pearson**
- E. Jacksonville State University, Establishment of the Center for Applied Forensics .....142  
**Staff Presenter: Margaret Pearson**
- F. Jacksonville State University, Addition of an Education Specialist Program in Library Media (P-12) (CIP 13.0501) .....143  
**Staff Presenter: Margaret Pearson**

G. University of South Alabama, Change in the Name of the School of Computer and Information Sciences to the School of Computing ..... 144  
**Staff Presenter: Margaret Pearson**

H. University of North Alabama, Change in the Name of the College of Education to the College of Education and Human Sciences ..... 145  
**Staff Presenter: Margaret Pearson**

I. Jefferson State Community College, New Off-Campus Programs Transfer AA (CIP 24.0101) and Transfer AS (CIP 24.0102) at the Chilton-Clanton Center ..... 146  
**Staff Presenter: Ellen Haulman**

J. Jefferson State Community College, New Off-Campus Programs Transfer AA (CIP 24.0101) and Transfer AS (CIP 24.0102) at the St. Clair-Pell City Center ..... 148  
**Staff Presenter: Ellen Haulman**

K. Jefferson State Community College, New Off-Campus Program (Associate in Applied Science in Manufacturing and Technology) at an Existing Site (St. Clair-Pell City Center) ..... 150  
**Staff Presenter: Margaret Pearson**

L. Implementation of Distance Education Programs ..... 152  
**Staff Presenter: Margaret Pearson**

M. Implementation of Non-Degree Programs at Senior Institutions ..... 153  
**Staff Presenter: Margaret Pearson**

N. Implementation of New Certificate Programs (Less than or Equal to 29 Semester Hours) ..... 155  
**Staff Presenter: Margaret Pearson**

O. Changes to Academic Program Inventory ..... 157  
**Staff Presenter: Ellen Haulman**

**X. Adjournment**

# ALABAMA COMMISSION ON HIGHER EDUCATION

## MINUTES OF MEETING

March 9, 2012

### I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, March 9, 2012 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Shaw called the meeting to order at 9:35 a.m.

Commissioner Shaw welcomed presidents, institutional representatives, and guests.

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

Members present: Steve Shaw, Jeff Coleman, Philip Dotts, Darius Foster, William Powell, Andrew Linn, Karen Calametti, Missy Smith and Larry Hughes. A quorum was determined by voice roll call of members present.

### III. Approval of Agenda

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

### IV. Consideration of Minutes of December 9, 2011

RESOLVED: Commissioner Linn moved for approval of the December 9, 2011 minutes. Commissioner Hughes seconded. Motion carried.

### V. Chairman's Report

Commissioner Shaw thanked the ACHE staff, the institutions, and the Commissioners for all that is being done to support higher education. He reiterated his appreciation to the new Commissioners for their willingness to serve and for taking the time to come to the Commission offices for orientation.

He then introduced Commissioner Patricia McGriff and her guests.

Since the last Commission meeting, Commissioner Shaw attended the Council of Presidents meeting on February 10, 2012. He also attended a meeting at the Birmingham Business Journal with Dr. Fitch and Margaret Gunter. He expressed his appreciation to Dr. Fitch for the opportunity to share with the community by way of civic speaking. He encouraged Commissioners to invite Dr. Fitch to their communities.

Commissioner Shaw announced that all vacancies on the Commission board have been filled. The following committee assignments were made:

#### Executive Committee

Steve Shaw  
Jeff Coleman  
William Powell  
Charles Ball

#### Instructional Affairs Committee

Charles Ball  
Missy Smith  
Sydney Raine  
Drew Linn  
Karen Calametti  
Patricia McGriff

Finance & Accountability Committee  
William Powell                      Darius Foster  
Larry Hughes                        Jeff Coleman  
Phillip Dotts

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

Dr. Fitch thanked the new Commissioners for attending the orientation session. He introduced the newest ACHE employee, Wanda Rowe, Research Associate for Research Services.

He pointed out that the Commissioners have been mailed the Fall 2011 Institutional Profiles and encouraged institutional representatives to go to the ACHE website to view the document. He stated that two more private colleges have been added to the Profiles.

## **VII. Discussion Items**

### **A. Annual Report: Articulation and General Studies Committee (AGSC) 2010-2011**

Dr. Keith Harrison, AGSC Chair-University of South Alabama, presented a power presentation on AGSC activities. A copy of the presentation is attached. He also distributed a copy of the AGSC 2010-2011 Annual Report to Commissioners. A copy is attached.

### **B. Annual Report: Network of Alabama Academic Libraries (NAAL)**

Mr. Ron Leonard, Director of NAAL, presented a power point presentation of NAAL activities. A copy of the presentation is attached. He encouraged Commissioners to go online and view the Alabama Mosaic collection of digital materials documenting Alabama's history, culture, places, and people. He also distributed an information packet which outlines the progress of NAAL services and programs.

### **C. Presentation: The Impact of Graduate Education in Alabama**

Dr. Donna Jacobs, Chair-Council of Graduate Deans, introduced members of the Graduate Deans Council in attendance. She then introduced Dr. Jeffrey Engler, Vice-Chair/Chair-Elect, Council of Graduate Deans, who presented a power point presentation of Council activities. A copy of the presentation is attached. He also distributed an information packet and portable flash drive on graduate education in Alabama to Commissioners. A copy of the information packet is attached.



## VIII. Decision Items

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

1. Alabama State University, Master of Science in Applied Technology (CIP 11.1099)

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

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

2. University of South Alabama, Doctor of Science in Systems Engineering (CIP 14.2701)

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

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

3. University of West Alabama, Bachelor of Arts/Bachelor of Science in Integrated Marketing Communications (CIP 09.0199)

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

RESOLVED: Commissioner Linn moved that the Commission accept the staff recommendation for approval. Commissioner Dotts 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. Athens State University, Addition of an Option in Technical Instructional Design Instructor to the Existing BSEd in Career and Technical Education (CIP 13.1319)

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

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

2. Auburn University, Addition of a Concentration in Chinese to the Existing BS in International Business (CIP 52.1101)

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

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

3. University of South Alabama, Addition of a Specialization in Clinical Nurse Leader to the Existing MSN in Nursing (CIP 51.3801)

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

RESOLVED: Commissioner Calametti moved that the Commission accept the staff recommendation for approval. Commissioner Dotts seconded. Motion carried.

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

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

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

5. University of South Alabama, Addition of an Oncology Nursing Specialization to the Existing Doctor of Nursing Practice (DNP) (CIP 51.3801)

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

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

6. University of North Alabama, Addition of Two Concentrations to the Existing BS in Human Environmental Sciences (CIP 19.0101)

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

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

7. Jefferson State Community College, Addition of Certificate Programs to Seven Existing AAS Programs

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

RESOLVED: Commissioner Coleman moved that the Commission accept the staff recommendation for approval. Commissioner Calametti 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. Jefferson State Community College, AAS in Veterinary Technology (CIP 51.0808)

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

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

**D. Non-Resident Institutional Review: Programmatic Review Processing Fee for Non-Alabama Postsecondary Institution**

Dr. Fitch stated that there is legislation that has gone through the Senate that will allow ACHE to charge non-resident institution (NRI) applicants a fee to operate in Alabama. This will require a change to the Administrative Code. The bill is currently bogged down in the House but will need to be passed before ACHE can proceed with proposed changes to the Administrative Code. Once approved by the legislature, the Administrative Code will be filed with the Legislative Fiscal Office (LFO) for a ninety-(90) day review period. Rationale for this action is attached.

Commissioner Coleman questioned if the proposed fee was constructed on a state by state comparison. Dr. French responded that because the fee is only one component of the NRI compliance process in Alabama, the programmatic fee component is significantly lower than what is being charged in other states for the full licensure process. She explained that institutions coming into Alabama to operate have to go through three (3) separate agencies (Department of Postsecondary Education-licensure; Secretary of State's Office-certificate of authority; and ACHE-programmatic review), two of which have always charged fees for their services (DPE and SOS). ACHE's statute currently has no provision for a fee structure.

RESOVLED: Coleman moved to table the decision on this item until the legislation is passed. Hughes seconded. Motion carried.

**IX. Information Items**

RESOLVED: Commissioner Linn moved to accept Information Items A through I. Commissioner Calametti seconded. Motion carried.

- A. Auburn University, Change in the Name of the School of Architecture to the School of Architecture, Planning, and Landscape Architecture
- B. University of North Alabama, Change in the Name of the Department of Mathematics and Computer Science to the Department of Mathematics
- C. University of North Alabama, Change in the Name of the Department of Computer Information Systems to the Department of Computer Science and Information Systems
- D. Implementation of Distance Education Programs
- E. Implementation of Non-Degree Programs at Senior Institutions
- F. Summary of Post-Implementation Reports
- G. Implementation of an Approved Program
- H. Changes to Academic Program Inventory
- I. Troy University, New AA Teacher Certification in Teacher Leader

**X. Adjournment**

The meeting was adjourned at 11:20 a.m. The next meeting of the Commission is scheduled for June 8, 2012.

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

Sworn to and subscribed before  
me this the \_\_\_\_ day of \_\_\_\_\_  
2012.

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

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

DECISION ITEM A-1: Alabama State University, Bachelor of Fine Arts in Dance (CIP 50.0301)

### **EXECUTIVE SUMMARY**

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

**Program Objective:** To successfully prepare student dancers and choreographers for the professional world of dance, and to supply well-trained dance artists to local, regional, and national theatre and dance organizations.

**Role:** The proposed program is within the instructional role recognized for Alabama State University (ASU).

**Mode of Delivery:** Initially, distance education will not be used in the program. Most dance courses require live, studio-based instruction. However, in the future, Dance History may be adapted for distance education.

**Similar Programs:** Currently, the University of Alabama's Bachelor of Arts in Dance is the only dance program listed at CIP 50.0301. Troy University has proposed a Bachelor of Fine Arts in Dance program that is currently on the Commission's agenda for consideration.

**Collaboration:** According to ASU, workshops, master classes, choreographic opportunities, performing opportunities, and touring will be explored with the University of Alabama and other state institutions. Collaborations with the Montgomery Ballet are currently in negotiations.

**Resources:** The proposal projected that a total of \$593,846 in estimated new funds will be required to support the proposed program. A total of \$799,749 will be available through internal reallocation, extramural funds, and tuition.

**Public Review:** The program proposal was posted on the Commission website from March 12 through April 1 for public review and comment. No comments were received.

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

1. The proposed BFA in Dance program will replace the dance concentration currently offered in the Bachelor of Arts program in Theatre Arts at ASU.
2. The program will focus on intensive work in dance that will prepare students for professional practice.

DECISION ITEM A-1: Alabama State University, Bachelor of Fine Arts in Dance (CIP 50.0301)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Implementation Date: The proposed program will be implemented in August 2013. Based on Commission policy, the proposed program must be implemented by June 9, 2014, 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 10, based on the proposal.
2. That the annual average number of graduates for the period 2015-16 through 2016-17 (two-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted 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.

Alabama State University (ASU) 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, 2018.

- Supporting Documentation:
1. New Academic Degree Program Proposal Summary, attached.
  2. Summary of Background Information, attached.
  3. Curriculum for Proposed Program, attached.
  4. Alabama State University program proposal, dated February 17, 2012. Available upon request.
  5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 8, 2012

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

ALABAMA COMMISSION ON HIGHER EDUCATION  
 Friday, June 8, 2012

INSTITUTION Alabama State University

PROGRAM Bachelor of Fine Arts in Dance

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
FACULTY	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
LIBRARY	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$12,500
FACILITIES	\$0	\$0	\$0	\$200,000	\$0	\$200,000
EQUIPMENT	\$4,090	\$0	\$10,756	\$5,000	\$0	\$19,846
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER concerts/accompanist	\$25,000	\$22,500	\$22,000	\$21,000	\$21,000	\$111,500
TOTAL	\$81,590	\$75,000	\$85,256	\$278,500	\$73,500	\$593,846

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
INTERNAL REALLOCATIONS	\$4,080	\$3,750	\$4,263	\$13,925	\$3,675	\$29,693
EXTRAMURAL	\$0	\$2,500	\$5,000	\$7,500	\$10,000	\$25,000
TUITION	\$57,312	\$114,624	\$157,608	\$200,592	\$214,920	\$745,056
TOTAL	\$61,392	\$120,874	\$166,871	\$222,017	\$228,595	\$799,749

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2012-13	2013-14	2014-15	2015-16	2016-17	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	10	20	20	23	23	19
NEW ENROLLMENT HEADCOUNT	10	10	10	10	10	10 2-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	0	8	8	8



## Attachment 2

### Summary of Background Information

Bachelor of Fine Arts in Dance  
Alabama State University

**Role:** The proposed program is within the instructional role recognized for Alabama State University (ASU).

**Objectives:** To successfully prepare student dancers and choreographers for the professional world of dance, and to supply well-trained dance artists to local, regional, and national theatre and dance organizations.

According to ASU, the program will have the following objectives:

- a) To cultivate critical thought processes in students by stressing the theoretical, pedagogical, and historic aspects of dance studies.
- b) To successfully prepare student dancers and choreographers for the professional world of dance, in a rigorous training environment that incorporates both practice and scholarship.
- c) To cultivate student's creative, performance, and scholarly aptitudes through exposure to diverse practical and philosophical approaches to dance studies.
- c) To offer a comprehensive Fine and Performing Art curriculum within the College of Visual and Performing Arts.
- d) To supply well-trained dance artists to local, regional, and national theatre and dance organizations.

Expected Student Learning Outcomes and Achievements are as follows:

- a) Students will have the ability to think, speak, and write clearly and effectively, and communicate with precision.
- b) Students will have the ability to critically analyze dance and place it in historical, cultural, and stylistic contexts.
- c) Students will have an informed acquaintance with fields of study beyond dance such as those in the natural and physical sciences and the social sciences.
- d) Students will have the ability to research and locate information in other fields that have bearing on dance-related questions and endeavors.
- e) Students will develop basic knowledge in dance pedagogy.
- f) Students will develop the highest possible level of technical proficiency in at least one dance technique area by completing the 400 level in Ballet, Jazz Dance, Modern Dance, and/or Tap Dance.
- g) Students will demonstrate their choreography competence by developing a body of dance work for evaluation.
- h) Students will be prepared to continue their studies in a graduate dance program.

- i) Students will be prepared to enter the professional dance world in many venues which may include, but is not limited to:
- Performer or Choreographer (theatre and dance companies, theme parks, cruise ships, television, film)
  - Teacher (private studios, community colleges, community centers, conservatories)
  - Recreation Leader
  - Art Councils and Boards

**Administration:** The program will be administered by Dr. Tommie Stewart, Dean, College of Visual Arts and Performing Arts, and Dr. Wendy Coleman, Chairperson.

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

**Peer Review:** The Notification of Intent to Submit a Proposal (NISIP) and the program proposal were reviewed by the Chief Academic Officers (CAO). There were no objections to the program.

**Accreditation:** According to the proposal, the National Association of Schools of Dance (NASD) is the specialized accrediting body in the field of dance. NASD is recognized by both the United States Department of Education (USDE) and the Council for Higher Education Accreditation (CHEA). ASU will seek accreditation from NASD after successfully graduating the first students within the proposed dance program.

**Curriculum:** Program completion requirements are shown below.

- Credit hours required in major: 69 semester hours (sh)
- Credit hours in general education or core curriculum: 42 (sh)
- Credit hours in required or free electives: 11 (sh)
- Total credit hours required for completion: 122 (sh)

The following new courses will be developed for the proposed program:

DAN 101	Ballet	2 sh
DAN 103	Modern Dance I	2 sh
DAN 107	Jazz Dance I	2 sh
DAN 201	Ballet II	2 sh
DAN 203	Modern Dance II	2 sh
DAN 207	Jazz Dance II	2 sh
DAN 212	World Dance	2 sh
DAN 213	World Dance II	2 sh
DAN 214	Hip-Hop	2 sh
DAN 301	Ballet III	2 sh
DAN 303	Modern Dance	2 sh
DAN 305	Special Topics	2 sh
DAN 306	Special Topics II	2 sh
DAN 307	Jazz Dance II	2 sh
DAN 310	Tap Dance III	2 sh
DAN 340	Dance Composition I	3 sh
DAN 370	Dance Pedagogy	3 sh
DAN 401	Ballet IV	2 sh
DAN 402	Ballet IV Professional	2 sh
DAN 403	Modern Dance IV	2 sh
DAN 404	Modern Dance IV Professional	2 sh
DAN 407	Jazz Dance IV	2 sh

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 8, 2012

DAN 408	Jazz Dance IV Professional	2 sh
DAN 410	Tap Dance IV	2 sh
DAN 411	Tap Dance IV Professional	2 sh
DAN 435	Dance History II	3 sh
DAN 440	Dance Composition	3 sh
DAN 445	Dance Notation	3 sh
DAN 450	Senior Project	4 sh

Additional requirements for the proposed program:

- a) Successfully complete DAN 450, Senior Project.
  - Under the guidance and supervision of dance faculty, each senior BFA dance student culminates their studies by individually participating in the creation, rehearsal, performance, and technical aspects of a fully produced dance work. Each work will be showcased in a senior dance concert. Senior students are expected to take major responsibilities for the production of these concerts. The progress of each student will be formally assessed with written evaluations and individual conferences.
- b) Successfully complete level IV in Modern Dance, Jazz Dance, Tap Dance, or Ballet.
- c) Earn a grade of "C" (2.0) or better in all courses used to satisfy the major.
- d) Participate, as dancer, on a minimum of 3 departmental dance concerts by enrolling in three sequences of DAN 315-320, Dance Performance, (formerly, THE 336)
- e) Participate, as choreographer, on a minimum of one departmental dance concert by enrolling in DAN 325-330, Choreography Practicum, (formerly THE 337)
- f) Complete an entrance Pre-Test and a Senior Exit Exam and Evaluation

**Collaboration:** According to ASU, workshops, master classes, choreographic opportunities, performing opportunities, and touring will be explored with the University of Alabama and other state institutions. Collaborations with the Montgomery Ballet are currently in negotiations.

**Distance Education:** Initially, distance education will not be used in the program. Most dance courses require live, studio-based instruction. However, in the future, Dance History may be adapted for distance education.

**Admissions:** In addition to meeting the general requirements for admission to ASU, applicants must demonstrate technical and creative promise in dance. The department will hold annual entrance auditions for potential freshmen, transfer students, and those wishing to change majors within ASU. It is also common for advanced/professional dancers to pursue a BFA in Dance degree to complement their early studio training and dance careers. For those advanced/professional dancers admitted to the program, placement in dance technique classes and other dance courses will be assigned during the first week of classes.

**Need:** According to university officials, a BFA in Dance at ASU will facilitate the creation of new jobs in the arts. Graduates of the program will be equipped with the tools to develop professional dance companies and sustain them by employing future graduates as professional dancers and/or choreographers. A potential result from a BFA in Dance at ASU may be the development of the first professional African American dance company in Alabama. This would be a significant contribution to the art world and to the state of Alabama. Graduates will also be equipped to run or open private dance studios and may employ additional ASU graduates as dance teachers and/or choreographers. Currently, dance is the only art form that is not offered as a major within the College of Visual and Performing Arts at ASU. The addition of a BFA in Dance will allow for a comprehensive Fine and Performing Art curriculum within the college. A BFA in Dance is often

attractive to training actors and to students who are interested in Stage Management, Costume Design, and Lighting Design/Technology careers.

Organizations that employ professional dance artists are plentiful throughout the southeast and nation. These organizations are steadily seeking professional trained dance artists. These organizations include, but are not limited:

- Alabama Shakespeare Festival
- Disney World
- Universal Studios
- Sea World
- Busch Gardens
- Cruise Ship Industry
- Six Flags
- Opryland
- Television and Film
- Theatre and Dance Companies
- Private Studios
- Community Centers
- Art Councils and Boards

**Student Demand:** According to information submitted in ASU's proposal, a total of 120 surveys were given to ASU students, parents, business owners, and community members. During the survey, participants were asked "*Would ASU benefit from offering a BFA in Dance,*" a total of 111 participants agreed. A total of 60 respondents currently in the Dance concentration at ASU agreed that a BFA in Dance program would better meet their needs.

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—

Full-time: 2

Part-time: 0

Current Support Faculty--

Full-time: 0

Part-time: 0

Additional Qualified Faculty to be employed--

Primary Faculty—

Full-time: 1

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

**Support Staff:** A dance accompanist/musician will be employed for ballet classes, modern classes, and other performance needs within the department.

**Equipment:** The following equipment will be needed for the proposed program:

Two Sound systems	\$2,000.00
One upright piano	\$4,000.00
One cyclorama for dance concert performances	\$4,000.00
Lighting instruments for cyclorama	\$6,252.40
Lamps for lighting instruments of cyclorama	\$504.00
Percussion instruments	\$500.00

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 8, 2012

Storage cabinet	\$300.00
2 Faculty Computers	\$1,000.00
One Hazer machine for dance concerts	\$1,205.75
One Haze Fluid 4L	\$85.22
Total	\$19,846.00

**Facilities:** Facilities required for the program are faculty office spaces, classroom spaces, theatre, and dance studio spaces. Office spaces, classroom spaces, and theatre are available on the ASU campus. Currently, there is one dance studio space at ASU that is appropriate for the program. Considering growth and following NASD recommendations of a minimum of 2 dance studios, we are requesting the addition of a second dance studio in year 4 of the program (2016).

ASU is currently undergoing new sport-related construction projects. Once completed, an older space, the Lockhart Gymnasium, may have available space that may be converted into an additional dance studio.

**Library:** There are approximately 3,000 titles in the ASU library catalog that directly support this proposal. Significant titles include:

- Dance Magazine  
Electronic/Periodical
- Journal of Physical Education, Recreation and Dance  
Print/Microfiche
- Physical Educator  
Microfiche
- American Journal of Dance Therapy  
Periodical
- Dance Observer  
Periodical
- JSTOR Database  
Electronic (Arts/Sciences collection I of over 100 refereed,  
scholarly journals)

Together, the library collections for dance and established, related fields (theatre, music, anatomy, etc.) will adequately support a new dance program.

**Program Budget:** The proposal projected that a total of \$593,846 in estimated new funds will be required to support the proposed program. A total of \$799,749 will be available through internal reallocation, tuition and extramural funds.

**ASU**  
**Bachelor of Fine Arts**  
**Dance**

**FRESHMAN FALL**

DAN 101 Ballet I	2
DAN 107 Jazz Dance I	2
MUS 121 Music Appreciation	3
BIO 127 Gen. Biology/Lab (Univ. Core)	4
ORI 100 Orientation (Univ. Core)	1
Univ. Core	3
----	
	15

**SOPHOMORE FALL**

DAN 110 Tap Dance I	2
DAN 103 Modern Dance I	2
DAN 335 Dance History I	3
THE 215 Acting I	2
PED 250 Anatomy & Physiology	4
Univ. Core	3
----	
	16

**JUNIOR FALL**

DAN 340 Dance Composition I	3
MUS 122 Intro to Study of Music	3
Dance Technique Electives	2
Univ. Core	9
----	
	17

**SENIOR FALL**

DAN 325-330 Choreography Practicum	2
DAN 445 Dance Notation	3
DAN 315-320 Dance Performance	1
Dance Technique Electives	4
THE 221 Stage Lighting & Sound I	3
----	
	13

**FRESHMAN SPRING**

DAN 201 Ballet II	2
DAN 207 Jazz Dance II	2
ART 131 Art Appreciation	3
BIO 128 Gen. Biology II/Lab (Univ. Core)	4
Univ. Core	6
----	
	17

**SOPHOMORE SPRING**

DAN 210 Tap Dance II	2
DAN 203 Modern Dance II	2
DAN 435 Dance History II	3
THE 213 Costume Construction I	3
PED 351 Kinesiology	3
Univ. Core	3
----	
	16

**JUNIOR SPRING**

DAN 440 Dance Composition II	3
DAN 212 or 213 World Dance	2
DAN 315-320 Dance Performance I	1
Univ. Core	9
----	
	15

**SENIOR SPRING**

DAN 370 Dance Pedagogy	3
DAN 450 Senior Project	4
DAN 315-320 Dance Performance I	1
Dance Technique Electives	2
Electives	3
----	
	13

BFA TOTAL = 122

DECISION ITEM A-2: Northwest Shoals Community College, Associate in Applied Science in Medical Assisting Technology (CIP 51.0801)

### **EXECUTIVE SUMMARY**

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

**Program Objective:** According to the proposal, the medical assisting technology program will recruit, retain, and prepare students for careers in physician offices, ambulatory clinics, nursing homes, and hospital emergency rooms.

**Role:** The proposed program is within the instructional role recognized for Northwest Shoals Community College (NWS).

**Mode of Delivery:** According to institutional representatives, delivery strategies will primarily include the conventional classroom methods of lecture and discussion. Students will be engaged in laboratory experiences including skills demonstrations and simulations. While distance learning will not be utilized initially, NWS will explore opportunities to utilize instructional technology including distance learning, in the delivery of course content.

**Similar Programs:** Information from the Commission's Academic Program Inventory indicates several similar Medical Assisting programs located at CIP 51.0801. Wallace State Community College-Dothan; Chattahoochee Valley Community College; Northeast Alabama Community College; and Wallace State Community College-Hanceville all have AAS Medical Assisting programs. Trenholm State Technical College and Drake State Technical College both have Medical Assisting AAT programs in the Commission's Inventory.

**Collaboration:** Due to the geographical locations of other institutions, program collaborations will not be utilized at this time.

**Resources:** A total of \$450,473 in new funds will be needed for the program in the first five years, and a total of \$572,591 will be available through tuition, extramural funds, and internal reallocation.

**Public Review:** The program was posted on the Commission website from April 5 until April 25 (twenty days) for public review and comments. No comments were received.

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

1. According to the U.S. Department of Labor, employment of medical assistants is expected to grow 34 percent from 2008 to 2018, much faster than the average for all occupations.
2. Letters of support from local health care agencies show the need for medical assistants in the institution's service area.
3. According to the proposal, the Alabama Department of Industrial Relations has reported on its website that medical assistants are the ninth fastest growing occupation in the state.

DECISION ITEM A-2: Northwest Shoals Community College, Associate in Applied Science in Medical Assisting Technology (CIP 51.0801)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science and Certificate in Medical Assisting Technology. The program will have three options: Office Transcription; Medical Billing and Coding; and Phlebotomy.

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

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

Implementation Date: The proposed program will be implemented August 2012. Based on Commission policy, the proposed program must be implemented by June 8, 2014, 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 17, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2013-14 through 2016-17 (four-year average) will be at least 13, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Northwest Shoals Community College (NWS) 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, 2017.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.



3. Curriculum for Proposed Program, attached.
4. Northwest Shoals Community College proposal, dated April 2, 2012. 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 Northwest Shoals Community College

PROGRAM Associate in Applied Science in Medical Assisting Technology

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

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
FACULTY	\$59,500	\$65,325	\$68,448	\$71,728	\$75,172	\$340,173
LIBRARY	\$2,500	\$1,200	\$1,200	\$1,200	\$1,200	\$7,300
FACILITIES	\$50,000	\$0	\$0	\$0	\$0	\$50,000
EQUIPMENT	\$30,000	\$8,000	\$5,000	\$5,000	\$5,000	\$53,000
STAFF	0	0	0	0	0	0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$142,000	\$74,525	\$74,648	\$77,928	\$81,372	\$450,473

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
INTERNAL REALLOCATIONS	\$58,874	\$60,374	\$62,999	\$65,755	\$68,649	\$316,651
EXTRAMURAL	\$90,000	\$10,000	\$5,000	\$5,000	\$5,000	\$115,000
TUITION	\$16,200	\$27,540	\$32,400	\$32,400	\$32,400	\$140,940
TOTAL	\$165,074	\$97,914	\$100,399	\$103,155	\$106,049	\$572,591

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2012-13	2013-14	2014-15	2015-16	2016-17	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	15	25	30	30	30	26
NEW ENROLLMENT HEADCOUNT	10	15	20	20	20	17 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	8	12	15	16	13

## Attachment 2

### Summary of Background Information

Associate in Applied Science and Certificate  
Northwest-Shoals Community College

**Role:** The proposed program is within the instructional role recognized for Northwest Shoals Community College (NWS).

**Objectives:** According to the proposal, the Medical Assisting Technology program has four primary objectives:

- A. Enhance health related institutional offerings so that students have additional options beyond nursing and emergency medical services.
- B. Recruit, retain, and prepare students for careers in physician offices, ambulatory clinics, nursing homes, and hospital emergency rooms.
- C. Assist in meeting community needs for health care practitioners.
- D. Promote articulation opportunities with senior colleges so that graduates of the Medical Assisting Technology program have options for pursuing the baccalaureate degree in a health related field.

Contiguous with the above objectives are expected learning outcomes for the proposed program. Upon completion of the curriculum, students will be able to:

- Recognize and interpret basic medical terminology used in patient records;
- Describe in detail basic anatomical features and associated pathophysiology of bodily organs;
- Recognize cultural differences and cultural diversity as a compassionate care giver;
- Demonstrate competency when preparing patients of all ages for medical examinations;
- Employ therapeutic communication and telephone etiquette;
- Recall the ethical and safety standards for collecting specimens and disposing of hazardous materials;
- Recognize legal implications involved in securing patient's healthcare information as well as insurance and other contractual documents;
- Demonstrate basic and advanced cardiac life support and respond to office emergencies appropriately and expeditiously;
- Prioritize patients to be seen according to triage criteria;
- Recognize life-threatening symptoms;
- Demonstrate competent venipuncture;
- Calculate with 100 percent accuracy drug dosages and administer drugs effectively utilizing the five rights of medication administration;

- Transcribe physician notes accurately;
- Code diagnoses and diagnostics using the appropriate coding systems;
- Display a courteous and professional attitude;
- Complete accurate and detailed information in insurance forms;
- Secure gainful employment in the field of Medical Assisting Technology;
- Demonstrate to employers the clinical competencies required of medical assistants.

**Administration:** The program will be administered by Dixie Peterson, Interim Program Director.

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

MAT 101- Medical Terminology	3 semester hours (sh)
MAT 102- Medical Assisting Technology Theory I	3 sh
MAT 103- Medical Assisting Technology Theory II	3 sh
MAT 111- Clinical Procedures I	3 sh
MAT 120- Medical Adm. Procedures I	3 sh
MAT 121- Medical Adm. Procedures II	3 sh
MAT 125- Laboratory Procedures I	3 sh
MAT 128- Medical Law and Ethics	3 sh
MAT 200- Management of Office Emergencies	2 sh
MAT 211- Clinical Procedures II	3 sh
MAT 215- Laboratory Procedures II	3 sh
MAT 216- Medical Pharmacology for the Medical Office	4 sh
MAT 220- Medical Office Insurance	3 sh
MAT 222- Medical Transcription I	3 sh
MAT 223- Medical Transcription II	3 sh
MAT 229- Medical Assisting Technology Preceptorship	3 sh
MAT 232- Medical Transcription III	3 sh
MAT 239- Phlebotomy Preceptorship	3 sh
MAT 242- Transcription Preceptorship	3 sh

**Program Completion Requirements:**

- Credit hours required in skills emphasis – 50 sh
- Credit hours in institutional general education or core curriculum – 22-23 sh
- Credit hours in free electives – none
- Total credit hours required for completion – 72-73 sh

The proposed program will have options in Office Transcription; Medical Billing and Coding; and Phlebotomy. Students in the program will be required to complete a 225 clock- hour preceptorship (internship) in a physician's office as part of the program requirements. The program director will be responsible for initiating clinical affiliation agreements with area physicians so that students will have appropriate preceptorial sites.

**Accreditation:** According to information submitted in the program proposal, certification is preferred but not required. Students may seek and ultimately gain employment without the CMA credential. According to NWS officials, upon graduation of the first class of medical assistants, the accreditation process will be initiated through the Accrediting Bureau of Health Education Schools (ABHES) or the Commission on Accreditation of Allied Health Education Programs (CAAHEP), so that graduates of the program can seek the prestigious credential and potential employers can be assured of the high quality of graduates from Northwest-Shoals Community College.

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

**Collaboration:** Due to the geographical locations of other institutions, program collaborations will not be utilized at this time.

**Distance Education:** According to institutional representatives, delivery strategies will primarily include the conventional classroom methods of lecture and discussion. Students will be engaged in laboratory experiences including skills demonstrations and simulations. While distance learning will not be utilized initially, NWS will explore opportunities to utilize instructional technology including distance learning in the delivery of course content.

**Admission:** Requirements for admission to the Medical Assisting Technology program will be the same as those for general admission to the college. The implementation of this new health program is intended to provide additional opportunities for enrollment that have not previously existed. Students entering the program must be high school graduates or possess a GED certificate. To demonstrate the ability to meet the essential functions of the program, the Medical Assisting Technology student must provide health information from a licensed physician, physician's assistant, or nurse practitioner.

Students seeking an AAS in Medical Assisting Technology must take the college's COMPASS exam and complete all required remedial coursework needed to prepare for the general education core requirement. Students desiring a short certificate will be required to meet only requirements listed in the corresponding fields of concentration.

In order to successfully progress through the program, students must meet the following criteria:

1. Receive a grade of "C" or above in all MAT courses
2. Receive a score of 70 percent or higher in all clinical and administrative skills components
3. Receive a score of 80 percent or higher on any drug calculation, venipuncture, or CPR component.

**Need:** Information submitted by NWS indicates there is a clear institutional need for additional health care programs at the college. There has been an increase in the number of applicants for the two nursing programs at NWS. Limited seating and clinical space has forced the denial of admission of a large number of applicants who want to pursue health sciences careers.

According to employment data submitted by NWS from the Bureau of Labor Statistics, the Alabama Office of Industrial Relations, and local surveys, there is an urgent need for medical assistants at the local, state, and national level. According to the U.S. Department of Labor, employment of medical assistants is expected to grow 34 percent from 2008 to 2018, much faster than the average for all occupations. The Alabama Department of Industrial Relations reported on its website that medical assistants are the ninth fastest-growing occupation in the state; by the year 2014, it is anticipated that the need for this credential will increase by 50.39 percent. More than 16,000 new jobs will be created, and local healthcare providers will be increasingly challenged to accommodate the needs of the larger population. The local availability of a Medical Assisting Technology program in the institution's service area will significantly assist in meeting those increased needs in an effective and efficient manner.

<b>Projected Job Openings</b>						
	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Total</b>
College Service Area	50	50	50	50	60*	260
State	300	311	320	330	340**	1601 (new)

**\*College Workforce Region 1 Projections**

**\*\*based upon Alabama Office of Industrial Relations data**

**Student Demand:** NWS officials reviewed the number of students that have applied to the nursing program over the past seven years. Those numbers range from 191-368 per admission with over 100 students turned away each time. Many of these students are well qualified to pursue a health sciences

degree in a related field, and the Medical Assisting Technology program will give them that much needed opportunity.

<b>Northwest-Shoals Community College Nursing Applicants</b>							
	<b>F05-06</b>	<b>F06-07</b>	<b>F07-08</b>	<b>F08-09</b>	<b>F09-10</b>	<b>F10-11</b>	<b>F11-12</b>
# of RN application	314	368	262	229	326	281	191
Number + - from previous year		54	-106	-33	97	-45	-90
Percentage + - from previous year		17.20%	28.80%	12.60%	42.36%	13.80%	32.03%
# of RN admission (as of 1st day of class)	78	80	78	98	93	80	83
Note: F05-06 was the year NW-SCC Nursing Program started implementation of ACCS standardized nursing curriculum.							

**Resources:**

**Faculty/Staff:**

Current Faculty:

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

Additional faculty employed to teach in the first five years:

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

**Equipment:** According to the proposal, NWS is committed to providing the necessary resources to initiate and sustain the program. Utilizing appropriate and timely budget procedures outlined for the College and the state. The following items will be purchased to support the instruction of the program:

- Adult skills mannequins (2)**
- Pediatric skills mannequin**
- Anatomical models (5)**
- Anatomical charts (1 complete)**
- IV arms (2)**
- Intramuscular injection aid**
- Blood pressure training system**
- Geriatric mannequin**
- Wheelchair**
- Crutches (1 set)**
- Catheter simulator**
- Wound simulator**
- Physician scales**
- IV poles (2)**
- Exam tables with drawers (4)**
- Finger oximeter (1)**
- Integrated diagnostic system**
- EKG machine**
- Medication cart**
- Miscellaneous supplies**

**Facilities:** Existing facilities will be used to house the proposed program with minor renovations being anticipated. The program will occupy lecture classrooms and a fully equipped skills lab will be designed. An estimated cost to make the required renovations is \$50,000. The institution will utilize existing Public Schools and College Authority (PSCA) funds for these renovation costs.

**Clinical Agreements:** The following medical facilities will be used as clinical sites for students in the proposed program: Medical Associates of the Shoals; and Shoals Urological Associates.

**Library:** The NWS library currently has a wealth of material on medical topics. There are 50 periodicals, 117 audiovisual items, 18 online databases, and 7,000 electronic books dedicated to nursing alone. As the Medical Assisting Technology program begins, substantial acquisitions in that field will be needed. The institution is committed to acquiring program-specific materials in the field of Medical Assisting Technology that will fully meet the needs of program faculty and students.

**Program Budget:** A total of \$450,473 in new funds will be needed for the program in the first five years, and a total of \$572,591 will be available through tuition, extramural funds, and internal reallocation.

**Attachment 3**

**NWS  
Associate in Applied Science in  
Medical Assisting Technology**

**Area I – Written Composition**

ENG 101 English Composition I .....3 hours  
**Total .....3 hours**

**Area II – Humanities and Fine Arts**

Humanities and Fine Arts Electives..... 3-4 hours  
SPH 107 Fundamentals of Public Speaking .....3 hours  
**Total ..... 6-7 hours**

**Area III – Natural Sciences and Mathematics**

MTH 116 Mathematical Applications or any higher level Math.....3 hours  
BIO 103 Principles of Biology .....4 hours  
CIS 146 Microcomputer Applications .....3 hours  
**Total .....10 hours**

**Area IV – History, Social, and Behavioral Sciences**

PSY Elective .....3 hours  
**Total .....3 hours**

**Area V – Pre-Professional, Major, and Elective Courses**

MAT 101 – Medical Terminology **OR** OAD 211 – Medical Terminology ..3 hours  
MAT 102 – Medical Assisting Theory I.....3 hours  
MAT 103 – Medical Assisting Theory II .....3 hours  
OAD 215 – Health Information Management .....3 hours  
MAT 111 – Clinical Procedures I for the Medical Patient (Phlebotomy) **OR** MAT 122-  
Basic Concepts of Interpersonal Relationships (Medical Office Transcription) **OR** OAD  
214 – Medical Office Procedures (Medical Billing and Coding Option)....3 hours  
MAT 120 – Medical Adm. Procedures I .....3 hours  
MAT 121 – Medical Adm. Procedures II .....3 hours  
MAT 125 – Laboratory Procedures I (Phlebotomy Option) **OR** MAT 223 – Medical  
Transcription II (Medical Office Transcription Option) **OR**  
OAD 216 – Advanced Health Information Management (Medical Billing and Coding  
Option) .....3 hours  
MAT 128 – Medical Law and Ethics.....3 hours  
MAT 200 – Management of Office Emergencies.....3 hours  
MAT 211 – Clinical Procedures II for the Medical Patient **OR** OAD 135 Financial  
Record Keeping (Billing and Coding Option) .....3 hours  
MAT 215 – Laboratory Procedures II (Phlebotomy Option) **OR** MAT 232 – Medical  
Transcription (Medical Office Transcription Option) **OR** OAD 247 –Special Projects-  
Billing and Coding (Billing and Coding Option) .....3 hours  
MAT 216 – Medical Pharmacology for the Medical Office.....4 hours  
MAT 220 – Medical Office Insurance.....3 hours



MAT 222 – Medical Transcription I <b>OR</b>	
OAD 212 – Medical Transcription .....	3 hours
MAT 229 – Medical Assisting Preceptorship <b>OR</b>	
MAT 239 – Phlebotomy Preceptorship (Phlebotomy Option) <b>OR</b>	
MAT 242 – Transcription Preceptorship (Medical Office Transcription Option) <b>OR</b>	
OAD 242 – Office Internship (Medical Billing and Coding Option) .....	3 hours
EMS 100 – Cardiopulmonary Resuscitation I.....	1 hour
<b>Total .....</b>	<b>50 hours</b>
<b>Total Hours Required for Degree .....</b>	<b>72-73</b>

DECISION ITEM A-3: Troy University, Bachelor of Fine Arts in Dance (CIP 50.0301)

### **EXECUTIVE SUMMARY**

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

**Program Objective:** The Bachelor of Fine Arts in Dance program will provide students with a broad exposure to the academic and performance fields of dance.

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

**Mode of Delivery:** According to the proposal, the training of dancers and choreographers involves individualized one on one teaching. The program is not expected to be delivered online.

**Similar Programs:** Currently, the University of Alabama has the only Bachelor of Arts program in Dance listed at CIP 50.0301. Alabama State University has proposed a Bachelor of Fine Arts in Dance program that is currently on the Commission's agenda for consideration.

**Collaboration:** University officials state that the proposed BFA in Dance program at TROY will be different than the Bachelor of Arts program located at the University of Alabama. TROY's program will extend its focus beyond the foundations of ballet and modern dance to include a triple focus: ballet, modern dance, and the commercial industry. Although TROY officials would be open to the possibility, collaborations have not been pursued at this time.

**Resources:** A total of \$321,500 in estimated new funds will be needed for the program over the first five years. A total of \$993,800 will be available through tuition.

**Public Review:** The program was posted on the Commission website from March 12 until April 1 (twenty days) for public review and comments. No comments were received.

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

1. The proposed Dance program will focus on a three-pronged approach in ballet, modern/contemporary, and commercial dance in an effort to meet the changing dance and entertainment industry.
2. According to university officials, the construction of a new facility for the Department of Theatre and Dance is scheduled to be completed in August 2013 on the Troy University campus in Troy, Alabama.

DECISION ITEM A-3: Troy University, Bachelor of Fine Arts in Dance  
(CIP 50.0301)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Fine Arts (BFA) in Dance with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2012. Based on Commission policy, the proposed program must be implemented by June 8, 2014, 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 8, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2016-17 (three-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in 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.

Troy University (TROY) 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, 2017.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Troy University program proposal, submitted March 9, 2012. 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 Troy University

PROGRAM Bachelor of Arts/Bachelor of Science in Liberal Studies

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM						
	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
FACULTY	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$6,500	\$0	\$0	\$0	\$0	\$6,500
EQUIPMENT	\$0	\$95,000	\$0	\$0	\$0	\$95,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER (dance production)	\$15,000	\$16,500	\$18,000	\$20,500	\$25,000	\$95,000
TOTAL	\$46,500	\$136,500	\$43,000	\$45,500	\$50,000	\$321,500

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT						
	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
INTERNAL REALLOCATIONS	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$78,000	\$124,800	\$179,400	\$241,800	\$319,800	\$943,800
FEES	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$88,000	\$134,800	\$189,400	\$251,800	\$329,800	\$993,800

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS						
	2012-13	2013-14	2014-15	2015-16	2016-17	5-YEAR AVERAGE
HEADCOUNT ENROLLMENT	10	10	16	23	31	18
NEW ENROLLMENT HEADCOUNT	10	6	7	8	10	8
DEGREE COMPLETION PROJECTIONS	0	0	4	8	12	8

## Attachment 2

### Summary of Background Information

Bachelor of Fine Arts in Dance  
Troy University

**Role:** The program is within the instructional role recognized by the Commission for Troy University.

**Objectives:** According to the proposal, program objectives for the proposed BFA in Dance program are as follows:

- a. To provide students with a broad exposure to the academic and performance fields of dance.
- b. To build a competitive program that offers students opportunities in three forms: ballet, modern/contemporary, and commercial industry.
- c. To prepare students for dance at the graduate level.
- d. To prepare students for career opportunities in the dance field including performance, choreography, business, and others.
- e. To expose the university community and community at large to dance excellence.
- f. To have all four art forms: art, music, theatre, and dance present and distinguished within the university.

The BFA in Dance proposes the following six outcomes:

#### ANALYZE

Students will analyze production values (sets, lights, costumes, music); performance values (presentation, technique, quality of movement, progressions, transitions); and choreographic elements (time, space, dynamics) of renown professional ballet and contemporary dance companies for the purpose of distinguishing each company. Selections will be directed by the professor and should include no fewer than two pieces from each company. This will be assessed using a Departmental rubric during DAN 4440 Composition and Choreography II.

#### RECOGNIZE

Students will be able to identify, based on production, performance, choreographic elements, and style, major choreographers considered to be masters in the field. This will be assessed in DAN 4411 Dance History II.

#### CRITIQUE

Students will evaluate the quality of a live dance performance, according to its production values, performance values, and choreographic elements using a Departmental evaluation rubric similar to those used by the American Dance Festival. This will be assessed during Practicum III DAN 4489.

#### CREATE

By the time students reach Practicum III, they will have participated in each area of the production process including the creation of sets, lights, sound, costumes, and publicity; choreographed for and artistically directed an informal showcase. This project will be assessed during DAN 4489 Practicum III.

**PERFORM**

Students will be able to dance with growing and substantial physical, technical, and performative skills. Verbal and written jury evaluations will be given by a faculty panel using a departmental rubric during the students' freshmen, sophomore, and junior spring semesters. Final assessment will occur during DAN 4489 Practicum III, when students will perform 2 ½ to 3 minutes (maximum) and evaluated using a departmental rubric before a panel of three faculties.

**RESEARCH**

Students will complete an analytical research project from the dance history perspective and will submit an annotated bibliography of the research. This will be assessed during DAN 4410 Dance History I.

**END of PROGRAM REVIEW:**

In addition to those items assessed during DAN 4489 Practicum III the dance major's final assessment (closing the loop) will include:

- Passing all components of the Departmental Exit Exam—70 percent or higher.
- Exhibiting the student's academic and professional portfolios, scoring a minimum of 3 out of 4 on a Departmental rubric. Note: Portfolios begin during the freshman year in DAN 1150 Creative Habit, and are assessed during each September following, with a final exhibition during Practicum III.
- Completing an attitudinal Departmental Exit Survey.
- Completing any outstanding Student Learning Outcomes.

**Administration:** The program will be administered by the Department of Theatre and Dance (Adena Moree, Chairperson) in the College of Communication and Fine Arts (Dr. Maryjo Cochran, 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 Chief Academic Officers (CAO). A total of two institutions responded to the NISP, and one institution responded to the program proposal. There were no objections by the institutions regarding the program.

**Accreditation:** According to the proposal, once the BFA in Dance program is established and the new dance facility is completed, TROY will seek accreditation from the National Association of Schools of Dance (NASD).

**Curriculum:** The following new courses will be added to the proposed program:

DAN	1150	Creative Habit	1 hr
DAN	1115	Ballet Technique I	2 hrs
DAN	1112	Contemporary Technique I	2 hrs
DAN	2215	Ballet Technique II	2 hrs
DAN	2212	Contemporary Technique II	2 hrs
DAN	2214	Pointe Ballet Technique I	2 hrs
DAN	2250	Music Fundamentals for Theatre and Dance	2 hrs
DAN	3350	Conditioning	2 hrs
DAN	3351	Men's Ballet Technique	2 hrs
DAN	3352	Pas de deux	2 hrs

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 8, 2012

DAN	3314	Pointe Ballet II	2 hrs
DAN	3315	Ballet Technique III	2 hrs
DAN	3312	Contemporary Technique III	2 hrs
DAN	3353	Anatomy and Alignment	3 hrs
DAN	3354	Improvisation	2 hrs
DAN	3355	Commercial Dance I	2 hrs
DAN	3356	Commercial Dance II	2 hrs
DAN	3360	Musical Theatre Dance II	2 hrs
DAN	4415	Ballet Technique IV	2 hrs
DAN	4412	Contemporary Technique IV	2 hrs
DAN	4410	Dance History I	3 hrs
DAN	4440	Composition & Choreography II	3 hrs
DAN	4480	Pedagogy	3 hrs
DAN	4411	Dance History II	3 hrs

Program Completion Requirements

Credit hours required in major: 64 semester hours (sh)

Credit hours in general education: 60

Credit hours in required in free electives:

Credit hours in required minor: none

Total credit hours required for completion: 124 sh

The proposed program will require a comprehensive exit exam that will cover all required coursework, along with academic and professional portfolios. Additionally, students will take required practicum courses that are built to focus on defining career objectives, semester and yearly reviews, individual departmental assessments, and university assessments.

**Collaboration:** University officials state that the proposed BFA in Dance program at TROY will be different than the Bachelor of Arts program located at the University of Alabama. TROY's program will extend its focus beyond the foundations of ballet and modern to include a triple focus: ballet, modern dance, and the commercial industry. Although TROY officials would be open to the possibility, collaborations have not been pursued at this time.

**Distance Education:** According to the proposal, the training of dancers and choreographers involves individualized one on one teaching. The program is not expected to be delivered online.

**Admissions:** Students may enter the proposed program with admission to the university. Students will be screened by dance faculty during scholarship auditions, university orientation in the summer, and the first week of classes for appropriate placement in technique courses.

Following the first year of techniques courses in ballet and modern contemporary techniques as well as the departmental processes through the Creative Habit Learning Community, dancers will be evaluated on the following criteria:

Students accepted into the proposed Dance program must be able to execute a physical understanding of dance vocabulary and positions. To remain in the program following the first year, a student must demonstrate the capability to move to level II either ballet or contemporary, and possess the potential to develop as a dance professional in their chosen area.

**Need:** According to information submitted in the proposal, the Bachelor of Arts in Dance program located at the University of Alabama is more foundationally built in both modern and ballet, with its primary focus being in modern dance. The proposed BFA in Dance at TROY will focus on a three-pronged approach in ballet, modern/contemporary, and commercial dance in an effort to meet the changing dance and entertainment industry.



Employment projections for dance performance include performance on stage, on-air broadcasting, and video recording. The major centers of entertainment employing dancers are New York, Los Angeles, Las Vegas, Atlanta, Miami, and San Francisco. The two demographics with the highest dance employment rate are New York (1,690) and California (1890). There are 90 theme parks who offer dance jobs that pay from \$150 to \$175 per day. Cruise ship dancers are paid \$3000 per month with no expense for room and board.

Information submitted by TROY indicates since May 2010, 11,200 dancers were employed with a median hourly wage of \$13.16. Industries with the highest level of dance-related employment and their average hourly wages include:

• Performing Arts companies (5,060)	\$19.89/hr
• Amusement & Recreation Industries (1,600)	\$10.93/hr
• Entertainment Industry (1,420)	\$10.56/hr
• Spectator Sports (850)	\$14.00/hr
• Independent Artists, Writers, & Performers (200)	\$14.91/hr
• Other Schools and Instruction (920)	\$16.78/hr

**Student Demand:** Troy University officials conducted a survey of members of several dance companies and organizations during the 2012 Alabama Dance Council Festival. A total of 42 responses were received. When asked if a BFA in dance program was proposed by TROY "Would you be interested in this major?" A total of 30 respondents indicated interest in the program, and a total of 12 respondents indicated that they may be interested in the proposed program.

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—

Full-time: 2

Part-time: 1

Current Support Faculty—

Full-time: 0

Part-time: 4

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 1

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 4 – 6 per year (Guest Artists/Adjuncts within specialized areas)

**Support Staff:** There are currently a total of four theatre faculty members: Designer & Production Manager; Writer/Composer/Lyricist/Songwriter; Acting, Stage Movement, Playwriting; and Costume & Makeup Design. Additionally, there will be one secretary for the Department of Theatre and Dance.

**Equipment:** According to the proposal, in the second year, a total of \$95,000 will be needed for the following equipment:

• Marley covering barres, mirrors, risers and chairs	\$12,000
• Lighting instruments; dimmers; dimmer board	\$75,000

- Technology, projector/screen; computer, dvd player sound equipment \$8,000

**Facilities:** According to university officials, the construction of a new facility for the Department of Theatre and Dance is scheduled to be completed in August 2013 on the Troy University campus in Troy, Alabama.

**Library:** Troy University's Library system consists of campus libraries at Troy, Montgomery, and Dothan. The Troy campus would provide the bulk of the services in support of the program. The Troy campus library has over 400,000 volumes, 260,000 book titles, and 2,300 periodical subscriptions. As a member of Network Alabama Academic Libraries (NAAL), Troy participates in reciprocal Inter Library Loan (ILL) agreements with fellow NAAL institutions. Troy also participates in OCLC's ILL system.

The library catalog, along with all electronic databases are accessible from the Troy Campus Library's homepage at <http://troy.troy.edu/library/>. Electronic books are integrated into the catalog and can be searched at the same time as print resources are searched.

**Program Budget:** A total of \$321,500 in estimated new funds will be needed for the program over the first five years. A total of \$993,800 will be available through tuition.

Attachment 3

Troy University  
Bachelor of Fine Arts in Dance  
Curriculum

**BFA DANCE MAJOR CURRICULUM**                    **TOTAL PROGRAM**                    **124 hours**

**Specialized General Studies**

**Area II**

**DRA 2200 2 Introduction to Drama**

**Area V (18 hrs)**

**IS 2241 3 Computer Concepts and Applications**  
**TROY 1101 1 University Orientation**  
**DAN 1100 1 Creative Habit**  
**DRA 2245 1 Electrics Shop-Lighting/Sound Crew**  
**DAN 2XXX 1 Practicum I**  
**DAN 1XXX 2 Ballet Technique I or placement**  
**DAN 1XXX 2 Contemporary Technique I or placement**  
**DAN 2XXX 2 Music Fundamentals for Theatre and Dance**  
**DRA 3304 2 Lighting Techniques**  
**Free electives 3**

**DANCE COURSES 64 hours**

Students accepted into the BFA dance program must be able to execute a physical understanding of dance vocabulary and positions. To remain in the program following the first year, a student must demonstrate the capability to move to level II in either ballet or contemporary. Students will be placed into the appropriate techniques level each semester.

To complete the degree, students should enroll in techniques courses each semester, completing a total of 32 hours (4 hrs at the General Studies Area V level, and 28 hrs in the major program below). Students must demonstrate proficiency in the level enrolled order to move to the next level and achieve the 3000 level with a minimum of 2 semesters in both contemporary and ballet. Techniques courses may be repeated.

**Techniques courses:**

**DAN 1115 2 Ballet Technique I**  
**DAN 1112 2 Contemporary Technique I**  
**DAN 2215 2 Ballet Technique II**  
**DAN 2212 2 Contemporary Technique II**  
**DAN 3315 2 Ballet Technique III**  
**DAN 3312 2 Contemporary Technique III**  
**DAN 4415 2 Ballet Technique IV**  
**DAN 4412 2 Contemporary IV**    **28 hrs.**

**Complete the following advanced dance courses:**

**DAN 3300 2 Composition and Choreography I**  
**DAN 3353 3 Anatomy and Alignment**  
**DAN 3354 2 Improvisation**  
**DAN 4410 3 Dance History I**  
**DAN 4440 3 Composition and Choreography II**

DAN	4480	3	Pedagogy	
DAN	4411	3	Dance History II	
DAN	3389	2	Practicum II	
DAN	4489	2	Practicum III	23 hrs.

Complete the following theatre courses:

DRA	3301	2	Acting I	
DRA	3352	2	Sound Techniques	
DRA	3344	3	Lighting Design	7 hrs.

Select 6 hours from the following courses:

DAN	1130	1	Social Dance for 21 <sup>st</sup> Century	6 hrs.
DAN	1134	1	Ballroom Dance	
DAN	1137	1	Tap I	
DAN	2232	2	Jazz II	
DAN	2237	1	Tap II	
DAN	2214	2	Pointe Ballet Technique I	
DAN	3351	2	Men's Ballet Technique I	
DAN	3352	2	Pas de deux	
DAN	3314	2	Pointe Ballet II	
DAN	3355	2	Commercial Dance I	
DAN	3356	2	Commercial Dance II	
DAN	3000	2	Musical Theatre Dance I	
DAN	3330	1-2-3	Special Topics in Dance	
DAN	3336	2	Jazz III	
DAN	3360	2	Musical Theatre Dance II	
DAN	3350	2	Conditioning	
*DAN	4400	1	Repertory Dance Ensemble	
DRA	3316	2	Acting II	

\*DAN 4400 Repertory Dance Ensemble may count only twice toward the completion of the major.

**Four Year Schedule for BFA with Dance major**

**FRESHMAN YEAR**

**FALL**

**SPRING**

PREFIX	#	NAME	hr	PREFIX	#	NAME	hrs
DAN	Place ment	Ballet Technique	2	DAN	Place ment	Ballet Technique	2
DAN	Place ment	Contemporary Tech	2	DAN	Place ment	Contemporary Tech	2
DAN	1050	Creative Habit	1	DAN	3353	Anatomy and Alignment	3
DRA	2200	Intro to Drama (GS)	2	ENG	1102	Composition II (GS)	3
ENG	1101	Composition I (GS)	3	MTH	1112 or 1110	Math (GS)	3
TROY	1101	Orientation (GS)	1	DRA	3301	Acting I	2
AREA IV		(GS)	3				
TOTAL			14	TOTAL			15

**SOPHOMORE YEAR**

**FALL**

**SPRING**

PREFIX	#	NAME	hr	PREFIX	#	NAME	hrs
DAN	Place ment	Ballet Technique	2	DAN	Place ment	Ballet Technique	2
DAN	Place ment	Contemporary Tech	2	DAN	Place ment	Contemporary Tech	2
DAN	2250	Music Fundamentals for Theatre and Dance	2	DAN	3340	Compositon and Choreography I	2
DRA	2245	Electrics Shop- (GS) Lighting/Sound Crew	1	BIO	1000 L100	Biology (GS) Biology Lab	3 1
DRA	3304	Lighting Tech (GS)	2	DAN	2288	Practicum I	1
ENG		(GS)	3	DRA	3352	Sound Techniques	2
AREA III		Science w/lab (GS)	4	AREA II		(GS)	3
				DAN	tba	DAN Elective	1-2
TOTAL			16	TOTAL			17/ 18

**JUNIOR YEAR  
 FALL**

**SPRING**

PREFIX	#	NAME	hr		PREFIX	#	NAME	hr
DAN	Place ment	Ballet Technique	2		DAN	Place ment	Ballet Technique	2
DAN	Place ment	Contemporary Tech	2		DAN	Place ment	Contemporary Tech	2
DAN	3354	Improvisation	2		DAN	4440	Comp & Choreography II	3
DAN	tba	Dance elective	1-2		DAN	4410	Dance History I	3
MUS	1131	Music appreciation (GS)	2		HIS	tba	(GS)	3
COM	2241	Fundamentals of Speech (GS)	3		GS	tba	(GS) Area IV	3
IS	2241	Computer Concepts (GS)	3					
DAN	3389	Practicum II	2					
TOTAL			17-18		TOTAL			16

**SENIOR YEAR  
 FALL**

**SPRING**

PREFIX	#	NAME	HRS		PREFIX	#	NAME	HRS
DAN	Place ment	Ballet Technique	2		DAN	Place ment	Ballet Technique	2
DAN	Place Ment	Contemporary Tech	2		DAN	Place ment	Contemporary Tech	2
DAN	4411	Dance History II	3		DAN	tba	Dance Elective	2
DAN	4480	Pedagogy	3			tba	Free elective	1
	tba	Free Elective	2		DAN	4489	Practicum	2
DRA	3344	Light Design	3		AREA IV	tba	(GS)	3
TOTAL			15		TOTAL			14

DECISION ITEM A-4: Troy University, Bachelor of Arts/Bachelor of Science in Liberal Studies (CIP 24.0101)

### **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 Description:** The Bachelor of Arts/Bachelor of Science in Liberal Studies is a multidisciplinary and interdisciplinary program that will be supported by several departments and colleges within the university.

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

**Mode of Delivery:** The program will be offered on the TROY campus in Troy, Alabama, and as an on-line program.

**Similar Programs:** Currently, there are three programs listed at CIP code 24.0101 in the Commission's Academic Program Inventory that are similar to the proposed program. Auburn University at Montgomery has a Bachelor of Liberal Arts program; Jacksonville State University has a Bachelor of Arts in Liberal Studies; and Athens State University has a Bachelor of Science in Liberal/General Studies.

**Collaboration:** According to Troy University officials, there are no plans for collaborating at this time.

**Resources:** A total of \$183,624 in estimated new funds will be needed for the program over the first five years. A total of \$280,000 will be available through tuition.

**Public Review:** The program was posted on the Commission website from March 12 until April 1 (twenty days) for public review and comments. No comments were received.

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

1. The proposed program will be offered on the TROY campus and as an on-line program.
2. Demand for the Liberal Studies program will likely be high because of its on-line nature.
3. The proposed multidisciplinary and interdisciplinary program will be supported by numerous departments and colleges within Troy University.

DECISION ITEM A-4: Troy University, Bachelor of Arts/Bachelor of Science in Liberal Studies (CIP 24.0101)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Arts/Bachelor of Science (BA/BS) in Liberal Studies with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2012. Based on Commission policy, the proposed program must be implemented by June 8, 2014, 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 14, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2016-17 (three-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in 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.

Troy University (TROY) 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, 2017.

- Supporting Documentation:
1. New Academic Degree Program Proposal Summary, attached.
  2. Summary of Background Information, attached.
  3. Curriculum for Proposed Program, attached.
  4. Troy University program proposal, submitted March 9, 2012. 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 Troy University

PROGRAM Bachelor of Arts/Bachelor of Science in Liberal Studies

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

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
FACULTY	\$0	\$0	\$60,000	\$61,200	\$62,424	\$183,624
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
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$60,000	\$61,200	\$62,424	\$183,624

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$48,000	\$48,000	\$48,000	\$68,000	\$68,000	\$280,000
FEES	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$48,000	\$48,000	\$48,000	\$68,000	\$68,000	\$280,000

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2012-13	2013-14	2014-15	2015-16	2016-17	5-YEAR AVERAGE
HEADCOUNT ENROLLMENT	11	22	24	40	55	30
NEW ENROLLMENT HEADCOUNT	12	12	12	17	17	14
						3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	8	8	8	8

## Attachment 2

### Summary of Background Information

Bachelor of Arts/Bachelor of Science in Liberal Studies  
Troy University

**Role:** The program is within the instructional role recognized by the Commission for Troy University.

**Program Description:** The Bachelor of Arts/Bachelor of Science in Liberal Studies is a multidisciplinary and interdisciplinary program that will be supported by several departments and colleges within the university.

**Program Objective 1:**

To provide students with a broad academic exposure to the field of Liberal Studies.

**Program Objective 2:**

To prepare students for continuing Liberal Studies education at the graduate level.

**Program Objective 3:**

To prepare students for job opportunities available of those who hold the BA/BS in Liberal Studies.

According to information submitted by TROY officials, students who successfully complete the proposed Liberal Arts program should be able to demonstrate the following:

- Demonstrate the ability to locate, analyze, synthesize, and evaluate information.
- Demonstrate the ability to read with comprehension, and to write and speak clearly, coherently, and effectively as well as to adapt modes of communication appropriate to an audience.
- Demonstrate the ability to critically evaluate problems and create reasoned responses to those problems.
- Demonstrate the ability to understand the dynamic relationship between theory and practice.

Program outcomes will be assessed by:

1. An exit exam or capstone research project will be administered to Liberal Arts majors.
2. The graduating senior survey.
3. The survey of graduated students to determine the rate at which the students obtain employment or admission to graduate school.

**Administration:** The program will be administered by the Department of Social Sciences (Bill Grantham, Chairperson) in the College of Arts and Sciences (Dr. James Rinehart, 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 Chief Academic Officers (CAO). There were two responses to the NISP. One institution had no objections to the proposed program. However, there was concern from the other institution about the online nature of the program, citing that other Liberal Arts programs are already being offered online.

**Accreditation:** According to the proposal, there is no specialized accreditation for the proposed program.

**Curriculum:** The following new courses will be added to the proposed program:

- Methods in Critical Inquiry
- Critical Theory
- Senior Seminar in Liberal Studies

Program Completion Requirements

Credit hours required in major: 60 sh  
 Credit hours in general education: 60 sh  
 Credit hours in required in free electives: none  
 Credit hours in required minor: none  
 Total credit hours required for completion: 120 sh

**Collaboration:** There are no plans for collaboration at this time.

**Distance Education:** The program will be offered on the TROY campus in Troy, Alabama, and as an online program.

**Admissions:** According to the proposal, students admitted into the Liberal Arts program must meet all Troy University student admissions requirements.

**Need:** Troy University officials state that although the BA/BS in Liberal Studies is offered by other universities within the state, the proposed program will be offered as an online program and the demand for the online program is likely to be high. Many students seek to acquire the critical thinking, analytical, and communication skills provided by a liberal arts education to prepare them for graduate studies or professional programs. Additionally, the program seeks to provide these skills to students who are already established in careers and would pursue a college degree or to continue their education as returning students.

Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	4	4	5	6	10	<u>29</u>
State	8	8	10	14	18	<u>58</u>
SREB	80	80	100	110	130	<u>500</u>
Nation	200	200	240	240	335	<u>1215</u>

Job opportunities commonly cited for Liberal Arts majors include jobs in the following fields:

Business, government, social service agencies like adult and family services, criminal justice, health and welfare, careers in writing, politics, public relations, management, advertising, human resources, marketing representative, sales representative, public relations, manager of cultural organizations, and researcher.

Most common occupations, by starting salary offers, of liberal arts majors at graduation:  
 Occupation Average starting salary offer (all majors)

Management trainee, entry level	\$39,535
Sales, including associates	\$38,894
Design/Graphic arts	\$33,414
Teaching	\$33,261
Social work	\$27,037

Source: NACE Fall 2007 Salary Survey, <http://www.bls.gov/opub/ooq/2007/winter/art01.pdf>

**Student Demand:** Results of the student demand survey conducted by Troy University officials are as follows:

	<b>Troy Campus</b>	<b>eTroy</b>	<b>Total</b>
<b>Very Interested</b>	<b>19.43%</b>	<b>48%</b>	<b>27%</b>
<b>Somewhat Interested</b>	<b>43.31%</b>	<b>31%</b>	<b>40%</b>
<b>Not Interested</b>	<b>28.98%</b>	<b>21%</b>	<b>25%</b>
<b>Don't Know</b>	<b>8.28%</b>	<b>0%</b>	<b>8%</b>
	<b>n=314</b>	<b>n=117</b>	<b>n=431</b>

**Resources:**

**Faculty/Staff:**

Current Primary Faculty—  
Full-time: 7  
Part-time: as needed  
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

**Equipment:** According to the proposal, there is no special equipment needed for the program.

**Facilities:** According to the proposal, no additional facilities will be needed.

**Library:** The proposed Liberal Studies program will draw on literature from many different disciplines. The Troy campus has over 400,000 volumes, 260,000 book titles and 2,300 periodical subscriptions. As a member of the Network of Alabama Academic Libraries (NAAL), Troy participates in reciprocal InterLibrary Loan (ILL) agreements with fellow NAAL institutions.

**Program Budget:** A total of \$183,624 in estimated new funds will be needed for the program over the first five years. A total of \$280,000 will be available through tuition.

**Attachment 3**

**Troy University  
 Bachelor of Art/Bachelor of Science in Liberal Arts  
 Curriculum**

<b>Fall 2012</b>	<b>shrs</b>	<b>Subtotal</b>	<b>Total</b>
CJ 1101 Introduction to CJ	3		
DRA 2200 Introduction to Drama	2		
ENG 1101 Comp and Modern English	3		
GEO 2210 World Regional Geography	3		
MTH 1105 Intermediate Algebra	3		
TROY 1101 University Orientation	1		
		15	15
<b>Spring 2013</b>			
ENG 1102 Comp and Modern English II	3		
HIS 1112 US Since 1877	3		
IS 2241 Computer Concepts and Applications	3		
MTH 1110 Finite Mathematics	3		
SPN 1141 Introductory Spanish	3		
		15	30
<b>Fall 2013</b>			
ART 1133 Visual Arts	2		
BIO 1100 Principles of Biology	3		
BIO L100 Principles of Biology Lab	1		
COM 2241 Fundamentals of Speech	3		
ECO 2251 Principles of Macroeconomics	3		
ANT 2200 Introduction to Anthropology	3		
		15	45
<b>Spring 2014</b>			
CHM 1142 General Chemistry I	3		
CHM L142 General Chemistry I Lab	1		
HIS Western Civilization II	3		
HIS 1111 US to 1877	3		
ENG 4405 History of the English Language	3		
LST 3XXX Methods in Critical Inquiry	3		

**Fall 2014**

LST 3XXX Critical Theory	3
KHP 1146 Physical Defense/Women	1
HIS 1101 Western Civilization I	3
GEO 3301 Principles of Cultural	3
ANT 3310 Cultural Anthropology	3
POL 3351 International Relations	3

16                      77

**Spring 2015**

GEO 4402 Political Geography	3
POL 3313 Political Theory	3
KHP 1134 Ballroom Dance	1
ENG 4465 African American Literature	3
ECO 4451 International Trade	3
PSY 3370 Comparative Psychology	3

16                      93

**Fall 2015**

PSY 3380 Social Psychology	3
SOC Social Change	3
HIS 3344 Age of Reason	3
ANT 3360 Magic, Witchcraft, and Religion	3
SOC 4435 Sociology of Complex Societies	3

15                      108

**Spring 2016**

ANT 3340 Language and Culture	3
LST 4499 Senior Seminar in Liberal Studies	3
COM 3341 American Public Speaking	3
ANT 3320 Prehistory of North American	3

12                      120

DECISION ITEM A-5: Troy University, Master of Accountancy (MAcc) in Accountancy (CIP 52.0301)

### **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 purpose of the proposed program will be to provide students a broader and deeper knowledge of accounting than is developed in undergraduate or other graduate programs and to prepare students for careers as professional accountants or for admission into doctoral programs in accounting.

**Role:** The proposed program is within the instructional role recognized by the Commission for Troy University.

**Mode of Delivery:** The program will not be an online program. However, one required course and three elective courses will be available online. If the program is to be offered as a distance education program in the future, it will be subject to the Commission's distance education policy that is in effect at that time.

**Similar Programs:** The following similar programs are in the Commission's Academic Program Inventory at CIP 52.0301 (a total of six):

- Master of Accountancy (MAcc) in Accountancy at Alabama State University and the University of Alabama in Huntsville;
- Master of Accountancy (MAcc) in Accounting at Auburn University and the University of Alabama;
- Master of Accounting (MAcct) in Accounting at the University of Alabama at Birmingham and the University of South Alabama.

**Collaboration:** There are no current plans for collaboration with other institutions.

**Resources:** The proposal projected that no new funds will be required to support the proposed program. A total of \$734,580 will be available through tuition.

**Public Review:** The program was posted on the Commission website from March 12 until April 1 (twenty days) for public review and comments. No comments were received.

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

1. The new program will be built on a long-standing and successful accounting option in the Master of Business Administration (MBA) in Business Administration.
2. The program will not require additional resources.

DECISION ITEM A-5: Troy University, Master of Accountancy (MAcc) in Accountancy (CIP 52.0301)

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

Staff Recommendation: That the Commission approve the proposed Master of Accountancy (MAcc) in Accountancy. The program will be offered only on the Troy and Dothan campuses of Troy University.

Implementation Date: The proposed program will be implemented in August 2012. Based on Commission policy, the proposed program must be implemented by June 8, 2014, 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 15, based on the proposal.
2. That the annual average number of graduates for the period 2012-13 through 2016-17 (five-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.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Troy University (TROY) 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, 2017.

- Supporting Documentation:
1. New Academic Degree Program Proposal Summary, attached.
  2. Summary of Background Information, attached.
  3. Curriculum for Proposed Program, attached.
  4. Troy University program proposal, received February 6, 2012. Available upon request
  5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin.



ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 8, 2012

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

**Attachment 1**

**NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY**

INSTITUTION	Troy University					
PROGRAM	Master of Accountancy in Accountancy (CIP 52.0301)					
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>						
	2012-13	2013-14	2014-15	2015-16	2016-17	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
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL*	\$0	\$0	\$0	\$0	\$0	\$0
*The program will be the elevation of an existing option requiring no new funds						
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>						
	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$124,020	\$152,640	\$152,640	\$152,640	\$152,640	\$734,580
TOTAL	\$124,020	\$152,640	\$152,640	\$152,640	\$152,640	\$734,580
<b>ENROLLMENT AND DEGREE COMPLETION PROJECTIONS</b>						
	2012-13	2013-14	2014-15	2015-16	2016-17	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	15	17	17	17	17	17
NEW ENROLLMENT HEADCOUNT	15	15	15	15	15	15
						5-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	9	10	10	10	10	10

## Attachment 2

### Summary of Background Information

Master of Accountancy in Accountancy  
Troy University

**Role:** The proposed program is within the instructional role recognized by the Commission for Troy University.

**Objectives:** The purpose of the proposed program will be to provide students a broader and deeper knowledge of accounting than is developed in undergraduate or other graduate programs and to prepare students for careers as professional accountants or for admission into doctoral programs in accounting. It will also develop students' technical research and writing skills.

Program Goals:

1. Prepare students for successful careers as professional accountants with increasing professional responsibility in CPA firms and government or admission into doctoral programs in accounting.
2. Advance the accounting profession by providing quality accounting education for graduate students.
3. Encourage accounting faculty members who teach graduate accounting courses to conduct research regarding accounting issues and to publish such research in academic and professional journals.

Upon completion of the program, students should be able to:

1. Demonstrate the skills necessary to give and exchange information within a meaningful context and with appropriate delivery and have the ability to listen, deliver powerful presentations, and produce examples of effective business writing.
2. Demonstrate an ability to work productively with individuals having diverse roles and degrees of interest in outcomes.
3. Demonstrate effective problem solving skills.
4. Demonstrate effective decision-making skills, good insight and judgment, and innovative and creative thinking.
5. Demonstrate the use of strategic and critical approaches to decision-making.
6. Demonstrate the use of technology tools effectively and efficiently.
7. Demonstrate the skills necessary to determine relevant and reliable measures for qualitative and quantitative measures.
8. Demonstrate skills required to communicate clearly and concisely the scope of work and findings or recommendations.
9. Demonstrate research skills necessary to access, understand, and apply relevant professional guidance to real-world and academic case studies.
10. Demonstrate the skills necessary to conduct risk analyses to identify and manage audit risk and business risk.

According to the proposal, the program will be assessed by the following methods:

1. Imbedded projects and final exam questions will be used to assess student learning outcomes tied to program objectives.
2. Results on the Certified Public Accounting (CPA) exam will be used as further assessment. Students will take a CPA exam review course during the program and will sit for all four parts of the exam during the program.

**Administration:** The program will be administered by TROY's Sorrell College of Business, Dr. Judson C Edwards, dean, and by the School of Accountancy, Dr. Kaye F. Sheridan, chairperson.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). Four deans submitted responses in the initial review of the proposal. One respondent commented that the program would replicate several programs already in existence in the state, but that its existence would not be a problem unless it was offered through distance education. Another stated that the program is not perceived as being a significant conflict with the program at the respondent's institution. Another dean questioned whether there would be a sufficient number of jobs in Alabama for all students graduating with master's degrees in Accountancy, since the number of public companies and large private companies continues to decline.

Troy officials responded to the initial review of the ACGD. The Troy response noted that the program would be the elevation of an existing option to program status, rather than as the initiation of a new curriculum. The response also stated that there is no intention of offering the program online or as a distance education program. In response to the question of job opportunities for graduates, Troy officials cited an article in *CPA Trendlines* (February 8, 2012) that stated that hiring at accounting firms is surging.

After receipt of Troy's responses, the ACGD completed the final review of the proposal. Seven deans participated in this review. Six deans voted to recommend approval of the program, one voted for disapproval. The dean voting for disapproval stated that the program would be a duplication of the MAcc in Accountancy at Alabama State University (ASU) with fundamentally the same curriculum. The objection further stated the following:

The proposed program is designed to serve the same student population and area that ASU is currently serving, and it has not been shown that there is sufficient demand to support two MAcc programs in the same area....The proposed program is unnecessary and is demonstrably harmful to the MAcc program and to ASU.

Troy officials stated in a meeting with the Commission staff that they had met with ASU Accountancy administrators in January to discuss the intent of the new proposal. Troy officials stated that they assured ASU representatives that the new program would be an elevation of a curriculum that had been in place since the early 1990s and no impact was expected for the ASU program.

**Accreditation:** Troy's program leading to the Master of Business Administration (MBA) in Business Administration is accredited by the Association of Collegiate Business Schools and Programs (ACBSP). Accreditation for the new program will be sought from the ACBSP.

**Curriculum:** The proposed program will replace the long-standing accounting option within the MBA program currently offered on the Troy campus of Troy University. The option has been in existence since 1992. Because of the existence of the option, no new courses will be added for the program. Also, some courses in the Master of Taxation program will be available for students

Program requirements will vary, depending on the student's undergraduate preparation, as shown below:

**Baccalaureate Degree in Business with Major in Accounting:**

Credit hours required in major courses:	21 semester hours
Credit hours in required or free electives:	9 semester hours
<b>Total:</b>	<b>30 semester hours</b>

**Baccalaureate Degree in Business with Major non-Accounting:**

Credit hours required in major courses:	21 semester hours
Credit hours required in support courses:	21 semester hours
Credit hours in required or free electives:	9 semester hours
<b>Total:</b>	<b>51 semester hours</b>

**Baccalaureate Degree not in Business:**

Credit hours required in major courses:	24 semester hours
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Credit hours required in support courses:	39 semester hours
Credit hours in required or free electives:	9 semester hours
<b>Total:</b>	<b>72 semester hours</b>

No master's thesis will be required for the program. International students may be required to take three hours in English Composition, as needed.

**Collaboration:** There are no plans to collaborate with other institutions on the proposed program.

**Distance Education:** The program will not be an online program. However, one required course and three elective courses will be available online. The courses are a part of the online Master of Taxation program. If the program is to be offered as a distance education program in the future, it will be subject to the Commission's distance education policy that is in effect at that time.

**Admissions:** Admissions requirements include:

- A bachelor's degree from a regionally accredited college or university
- At least a 3.0 graduation grade point average (GPA) in all undergraduate work or at least a 3.0 GPA in the last thirty semester hours of undergraduate work.
- A score of 500 (Verbal and Quantitative) or better on the General Management Admission Test (GMAT).
- A letter of recommendation addressing the individual's potential for success in the program. The applicant's professional, managerial, or administrative experience, as well as written and oral communication skills, also must be addressed.

**Need:** The proposed program will replace an existing accounting option in the MBA program in Business Administration. The program has been designated in the proposal as being intended for the Troy campus only.

The following similar programs are in the Commission's Academic Program Inventory at CIP 52.0301 (a total of six):

- Master of Accountancy (MAcc) in Accountancy at Alabama State University and the University of Alabama in Huntsville;
- Master of Accountancy (MAcc) in Accounting at Auburn University and the University of Alabama;
- Master of Accounting (MAcct) in Accounting at the University of Alabama at Birmingham and the University of South Alabama.

The proposal stated that the new program will more effectively meet the needs of Troy's accounting graduate students than the current option in the MBA program. The accountancy advisory board, which is made up of representatives from accounting firms that recruit Troy students, encouraged the university to seek the program. Letters of support were included in the proposal from six representatives of accounting interests. A particularly strong endorsement was written by David Kassouf, CPA, a member of the firm, Kassouf & Co., and a former member of the State Board of Public Accountancy. Mr. Kassouf's letter stated that the proposed program would provide a greater concentration in accounting, as opposed to the option in the MBA program, which requires 18 semester hours in other business courses. He further stated that the program would be more intense and rigorous than the option. The evolution of the accounting profession is causing a review of accounting graduate programs by many institutions.

The proposal cited the American Institute of Certified Public Accountants (AICPA) publication, *2011 Trends in the Supply of Accounting Graduates and Demand for Public Accounting Recruits*. The

publication stated that, in 2010, 82 percent of CPA firm hires with a graduate degree had a master of accountancy degree, 6 percent had a master of taxation degree, and 12 percent had an MBA.

**Student Demand:** The proposal stated that enrollment is expected to approximate the current accounting graduate students who seek a career in public accounting. The proposal also stated that student demand was assessed by a survey sent to 263 undergraduate business students on the Troy campus. A total of 52 responses were received. Of the 45 respondents who planned to attend graduate school at Troy, more than ninety percent stated that they prefer an Accountancy program over the accounting option in the MBA program.

**Resources:**

Faculty:

Current Primary Faculty—

Full-time: 8

Part-time: 0

Support Faculty—

Full-time: 6

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

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

**Assistantships:** No additional assistantship stipends will be needed for the program. Some assistantships/scholarships are currently available through the College of Business or through donor-supported scholarships.

**Equipment:** The proposal stated that there is no need for new equipment projected for the program.

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

**Library:** The proposal stated that Troy has sufficient library holdings for the program. The following resources are available:

- The academic version of the Financial Accounting Standards Board Codification to conduct financial accounting research.
- The RIA Checkpoint on the Internet through the databases at the library. This will provide access to statutory, regulatory, and case law regarding federal and state tax issues.
- The LexisNexis© Network which provides access to various accounting publications and standards.
- The ABI Inform Complete™, a database that delivers nearly 6,000 journals with 80 percent in full text, both current and back issues.

**Program Budget:** The proposal projected that no new funds will be required to support the proposed program. A total of \$734,580 will be available through tuition.

**Attachment 3**

Troy University  
Master of Accountancy (M.Acc.) in Accountancy  
Curriculum

The curriculum for the proposed program consists of 30 semester hours. Of these 30 semester hours (SH), 21 SH consist of required courses and nine SH consist of electives chosen in consultation with the student's advisor. Below is a list of the required courses and the electives.

Required Courses (21 semester hours):

ACT 6682 - Advanced Financial Reporting & Analysis (3 SH)  
ACT 6685 - Financial Accounting Research (3 SH)  
ACT 6686 - Accounting Systems and Control (3 SH)  
ACT 6688 - Advanced Auditing and Assurance Services (3 SH)  
ACT 6689 - Professional Certification (3 SH)  
TAX 6684 - Federal Tax Research (3 SH)  
LAW 6600 - Business Law for Accountants (3 SH)

Electives (9 semester hours) - Students may choose three elective courses with approval of the student's academic advisor from the following courses:

ACT 6681 - Advanced Management Accounting (3 SH)  
TAX 6685 - Taxation of Individuals (3 SH)  
TAX 6686 - Estate and Gift Taxation (3 SH)  
TAX 6688 - Taxation of Corporations and Shareholders (3 SH)  
TAX 6689 - Taxation of Partnerships and Partners (3 SH)  
Any 6000-level M.B.A. course if approved by the student's advisor.

DECISION ITEM A-6: Troy University, Master of Science in Strategic Communication (CIP 09.0199)

### **EXECUTIVE SUMMARY**

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

**Program Objective:** According to the proposal, the proposed program will focus on contemporary communication issues and will position graduates to respond to the new realities facing today's communication industries. It will prepare students to develop, implement, and evaluate communication strategy in an increasingly complex, multifaceted, and online environment.

**Role:** Troy University is approved to offer master's degrees. The approval of the proposed program would extend the master's role to the academic subdivision "Communications and Related Technologies."

**Mode of Delivery:** The program will be delivered totally online. Existing institutional resources are sufficient to support offering the program online, according to the proposal. There is a possibility that the program will also be delivered through traditional face-to-face instruction in the future. Troy University has requested that the program be approved for the Troy, Dothan, and Montgomery campuses.

**Similar Programs:** There are no existing programs in the Academic Program Inventory with the program name, "Strategic Communications." There are master's level programs in Communication (the University of South Alabama), Communication Management (the University of Alabama at Birmingham), and Communication Studies (the University of Alabama) at CIP 09.0101. Auburn University (AU) has master's programs in Communication (MCom and MA) at CIP 09.0199. The University of Alabama (UA) also has an MA in Journalism (Mass Communication) at CIP 09.0401.

**Collaboration:** There are no current plans for collaboration with other institutions.

**Resources:** The proposal projected that a total of \$698,575 in estimated new funds will be required to support the proposed program. A total of \$825,000 will be available through tuition.

**Public Review:** The program was posted on the Commission website from March 12 until April 1 (twenty days) for public review and comments. No comments were received.

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

1. The program, as a distance education program, will be available to working professionals.
2. The proposal received strong recommendation from individuals in the communication industry.



DECISION ITEM A-6: Troy University, Master of Science in Strategic Communication (CIP 09.0199)

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

Staff Recommendation: That the Commission approve the proposed Master of Science (MS) in Strategic Communication. Though the program will be a distance education program initially, Troy University has requested that the program be approved for the Troy, Dothan, and Montgomery campuses.

Implementation Date: The proposed program will be implemented in August 2012. Based on Commission policy, the proposed program must be implemented by June 8, 2014, 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.

Troy University has requested a one-year start-up period for the program, which is reflected in the post-implementation conditions.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2013-14, will be at least 15, based on the proposal.
2. That the annual average number of graduates for the period 2013-14 through 2017-18 (five-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 advancement in 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.

Troy University (TROY) 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, 2018.

Supporting Documentation:

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

4. Troy University program proposal, received February 14, 2012. 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	Troy University					
PROGRAM	Master of Science in Strategic Communication (CIP 09.0102)					
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>						
	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
FACULTY	\$54,600	\$127,740	\$131,575	\$135,520	\$139,590	\$589,025
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$19,000	\$19,000	\$0	\$0	\$0	\$38,000
EQUIPMENT	\$4,300	\$4,300	\$0	\$0	\$0	\$8,600
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER*	\$10,000	\$12,300	\$12,900	\$13,500	\$14,250	\$62,950
<b>TOTAL</b>	<b>\$87,900</b>	<b>\$163,340</b>	<b>\$144,475</b>	<b>\$149,020</b>	<b>\$153,840</b>	<b>\$698,575</b>
*Funds for graduate faculty members to present research at scholarly conventions, a requirement for maintaining an appointment to Troy's graduate faculty.						
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>						
	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$165,000	\$165,000	\$165,000	\$165,000	\$165,000	\$825,000
<b>TOTAL</b>	<b>\$165,000</b>	<b>\$165,000</b>	<b>\$165,000</b>	<b>\$165,000</b>	<b>\$165,000</b>	<b>\$825,000</b>
<b>ENROLLMENT AND DEGREE COMPLETION PROJECTIONS</b>						
	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	15	17	17	17	17	17
NEW ENROLLMENT HEADCOUNT	15	15	15	15	15	15
						5-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	7	7	7	7	7	7

## Attachment 2

### Summary of Background Information

Master of Science in Strategic Communication  
Troy University

**Role:** Troy University is approved to offer master's degrees. The approval of the proposed program would extend the master's role to the academic subdivision "Communications and Related Technologies."

**Objectives:** According to the proposal, the proposed program will focus on contemporary communication issues and will position graduates to respond to the new realities facing today's communication industries. It will prepare students to develop, implement, and evaluate communication strategy in an increasingly complex, multifaceted, and online environment.

The program is expected to appeal to professionals across various disciplines seeking to add the skills of effective communication and creating solutions to challenging communication issues which are recognized as valued and critical to professional success in all major professions. In addition, students will gain knowledge in emerging communication technologies, crisis communication management, and the strategic use of social media in an innovative communication environment.

Upon completion of the degree program, students will have a thorough knowledge of strategic communication concepts developed through a myriad of theoretically grounded courses focused on the new realities facing communicators and the communication industries. This program will foster strategic and critical thinking, logical analysis and creating solutions to issues facing a diverse communication industry. Students will also have formed a professional network and will display professional communication skills.

The expected program learning outcomes of students enrolled in the Master of Science in Strategic Communication are that students will:

- Apply their knowledge of digital media and multi-media platforms and use their critical thinking skills to solve strategic communication issues.
- Construct a research study related to strategic communication or related scholarly fields.
- Develop a framework for using evolving communication models to convey information.
- Describe emerging communication trends including the impact of online media on the public and on communication industries.

The proposal stated that the program will be reviewed on an annual basis to determine its effectiveness and to obtain constructive feedback for future enhancements. The primary indices that will be used in accessing the program consist of the following:

- Student interest: Number of students applying and admitted to the program will be tracked.
- Employer Survey: Employers of graduates of this proposed program will be surveyed in order to evaluate its effectiveness in meeting their needs. Feedback from these sources will also be used in the ongoing assessment process.
- Graduating Student Survey: A survey will be sent to all graduates of the program. The data collected from these surveys will be used in an ongoing assessment of the program.
- Quality and Relevance: Student Learning Outcomes will be monitored to gauge the success of program majors.
- Employment: An alumni survey will be used to obtain program graduates' abilities to obtain professional employment or entrance into graduate or professional schools.

**Administration:** The program will be administered by TROY's College of Communications and Fine Arts, Dr. Maryjo Cochran, dean, and by the Hall School of Journalism and Communication, Dr. Steven B. Padgett, director.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). Five deans submitted responses in the initial review of the proposal. Questions included the reason for the use of Master of Science instead of the Master of Arts degree nomenclature, whether the program would generate enough tuition to support the program, and whether there would be graduates in the first year. The respondent also stated that the curriculum mirrored other programs in the state, rather than being unique. The main difference would be that the program would be offered online.

Another commenter stated that the proposed program lacked focus and that the online nature of the program would likely cause difficulty in keeping the students engaged. The respondent further stated that the program, despite its name, duplicates other programs in the state. Still another respondent stated that the proposed program was timely and well thought out.

Troy officials provided a response to the comments. According to the response, the difference in the program from other programs in the state lies in the focus of courses that may appear similar to courses in other programs: "it is this flexibility in curriculum design that enables different programs to target and serve different populations of students." Although other programs may include online courses, Troy officials stated that, according to their research, this will be the only program to be offered entirely through distance education. The fact that existing programs are receiving more applications than the programs can admit, according to the response, underscores the need for new programs in this area. The Master of Science degree nomenclature was selected because it is welcomed by area industries. The response also provided additional information on tuition calculation and an explanation for expecting graduates during the first year of implementation.

After receiving responses from Troy, the ACGD conducted a final evaluation of the proposal. Seven deans participated in the final review. Six recommended approval of the program, while one abstained. The abstention came, according to comments on the voting form, because Troy officials had not responded to all of the questions posed by the abstaining dean.

**Accreditation:** The proposal stated that Troy officials elect not to pursue accreditation of the program, because of the costs associated with the accreditation process. The Accrediting Council on Education in Journalism and Mass Communications (ACEJMC) is the agency that typically accredits programs in journalism and communications.

**Curriculum:** The proposed program will require thirty semester hours in major courses. It will not have a thesis option.

New courses to be developed for the program:

COM 6691	Strategic Communication Inquiry and Research	3 semester hours
COM 6605	Strategic Communication Theories	3
COM 6600	Communication and Influence	3
JRN 6640	Communication Law and Ethics	3
COM 6635	Strategic Organizational Communication	3
COM 6630	Strategic Communication and Emerging Media	3
COM 6620	Contemporary Issues in Strategic Communication	3
JRN 6615	Public Relations and Strategic Communication	3
COM 6610	Leadership and Media Strategies	3
COM 6699	Strategic Communication Capstone	3
	<b>Total</b>	<b>30</b>

**Collaboration:** There are no current plans for collaboration with other institutions.

**Distance Education:** The program will be delivered totally online. Existing institutional resources are sufficient to support offering the program online, according to the proposal. There is a possibility that the program will also be delivered through traditional face-to-face instruction in the future. Troy University has requested that the program be approved for the Troy, Dothan, and Montgomery campuses.

**Admissions:** Admissions requirements will follow the guidelines of the Troy Graduate School and the School of Journalism and Communication. Candidates for admission will be required to hold a baccalaureate degree from a regionally accredited college or university. Students not holding an undergraduate degree in communication, mass communications, journalism, public relations, advertising, or a directly related field may be required to complete six hours of foundational classes in communications

For unconditional admission into the proposed program, applicants will be required to hold a baccalaureate degree with a minimum overall undergraduate grade point average of 2.5 on a 4.0 scale or a 3.0 on the last 30 semester hours. They also will be required to have an acceptable score on the appropriate entrance exam and provide a letter of recommendation that addresses the individual's potential for success in the program.

**Need:** The proposed program is in response to changes in the communications and journalism industries, in which online and social media are becoming dominant in dispersing information. The proposal stated that successful communicators in this new environment must engage audience members in an ongoing online communication tool in addition to the mainstream media. In addition, professional communicators are expected to work with live audiences, write long-form stories for print and the internet, shoot and edit video, then engage in social media to drive online traffic to the publication's or station's website. The new program will prepare professionals to work in the changing environment.

There are no existing programs in the Academic Program Inventory with the program name, "Strategic Communications." There are master's level programs in Communication (the University of South Alabama), Communication Management (the University of Alabama at Birmingham), and Communication Studies (the University of Alabama) at CIP 09.0101. Auburn University (AU) has master's programs in Communication (MCom and MA) at CIP 09.0199. The University of Alabama (UA) also has an MA in Journalism (Mass Communication) at CIP 09.0401. According to Troy officials, the proposed program is different from existing programs in scope and delivery.

The proposal included fourteen letters of support from newspaper publishers and editors, television news directors and anchors, a human resources manager, a staff reporter, and Felicia Mason, the executive director of the Alabama Press Association. Ms. Mason stated, "As described, the Master of Science in Strategic Communication program will prepare communicators to be equipped with the skills needed to manage newsrooms, advertising departments and delivery centers for our newspapers."

The proposal presented information on projected job openings. Based on data from the Alabama Department of Industrial Relations, 350 openings in related jobs are projected in Alabama for the period 2008-2018.

**Student Demand:** Troy officials assessed student demand by a "Program Interest Survey," distributed through social media and through questionnaires on the Troy campus. The two groups surveyed were communication undergraduate students and journalism and communication alumni.

A total of 348 responses to the survey were received. Eighty percent of those participating in the survey indicated that a graduate degree in Strategic Communication could be helpful to their professional/career development. The proposal stated that 72 percent were interested in enrolling in and taking classes in the program, while 51 percent were interested in enrolling as full-time students. The online delivery of the

program was a benefit to 76 percent of the respondents, because they would be able to earn a master's degree while continuing their current careers.

**Resources:**

Faculty:

Current Primary Faculty—

Full-time: 5

Part-time: 7

Support Faculty—

Full-time: 1

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 2

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

The new faculty to be hired will have terminal degrees in the discipline.

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

**Assistantships:** No assistantships are anticipated for the program.

**Equipment:** The proposal stated that new faculty members will be provided with technology needed for the program. This includes computers, software and tablet devices, printers, office digital telephones, and network devices.

**Facilities:** Additional space has been requested in Wallace Hall on the Troy campus for the proposed graduate program. The estimated cost to renovate, repair, and furnish the space is \$38,000.

**Library:** The proposal stated that there are sufficient library holdings that currently support undergraduate students in journalism, broadcast journalism, and communication arts/communication studies. These resources include an adequate variety of academic journals and research publications. These holdings would also be used to support the proposed programs. The holdings are supplemented by online journals, scholarly publications, and databases. No new material will be needed for the proposed program.

**Program Budget:** The proposal projected that a total of \$698,575 in estimated new funds will be required to support the proposed program. A total of \$825,000 will be available through tuition.

**Attachment 3**

Troy University  
Master of Science in Strategic Communication  
Typical Curriculum

Term T1		
COM 6691	Strategic Communication Inquiry and Research	3 (semester hours credit)
COM 6605	Strategic Communication Theories	3
Term T2		
COM 6600	Communication and Influence	3
JRN 6640	Communication Law and Ethics	3
Term T3		
COM 6635	Strategic Organizational Communication	3
COM 6630	Strategic Communication and Emerging Media	3
Term T4		
COM 6620	Contemporary Issues in Strategic Communication	3
JRN 6615	Public Relations and Strategic Communication	3
Term T5		
COM 6610	Leadership and Media Strategies	3
COM 6699	Strategic Communication Capstone	3
Total		30



DECISION ITEM A-7: The University of Alabama at Birmingham, Master of Science in Biotechnology (CIP 26.1201)

### **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:** Biotechnology in general harnesses cellular and biomolecular processes to develop technologies and products that are aimed at improving human and environmental health. The program is designed to provide students with broad training and education in scientific principles and knowledge underlying biotechnology, drug discovery, and design; scientific principles and knowledge of underlying emerging diagnostic technologies associated with biotechnology; basic laboratory techniques in biotechnology; biotechnology industry knowledge from early through late stage product and corporate development; and regulatory issues in biotechnology.

**Role:** The proposed program is within the instructional role recognized by the Commission for the University of Alabama at Birmingham (UAB).

**Mode of Delivery:** The use of distance education is not anticipated, because students are required to be in the laboratory for training at UAB. However, program officials do expect to use a blended course delivery format using web-based and online technologies to support classroom and laboratory instruction.

**Similar Programs:** There is no master's level program listed in the Academic Program Inventory at CIP 26.1201. The University of Alabama in Huntsville (UAH) has a PhD at the same CIP code in Biotechnology Science and Engineering. The proposal stated that almost all states in the Southern Regional Education Board (SREB) area have a baccalaureate or graduate program in biotechnology. UAB officials state that this proposed program will be unique in its approach of combining the scientific focus with business principles related to shepherding a biotechnology product from discovery to commercialization.

**Collaboration:** There are two related existing programs in the state, an associate degree program at Calhoun Community College and a PhD program at the University of Alabama in Huntsville. UAB has had initial contacts with both institutions concerning collaborative efforts. It is expected that graduates of the Calhoun program could transfer into the BS program in Health Care Management at UAB and, upon completion, enter the master's program.

**Resources:** The proposal projected that a total of \$214,340 in estimated new funds will be required to support the proposed program. A projected total of \$1,769,339 will be available from tuition.

**Public Review:** The program was posted on the Commission website from March 12 until April 1 (twenty days) for public review and comments. No comments were received.

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

1. The program will be built on existing courses and resources.
2. The program will replace the existing graduate certificate in biotechnology and a track in the Clinical Laboratory Sciences master's program at UAB.

DECISION ITEM A-7: The University of Alabama at Birmingham, Master of Science in Biotechnology (CIP 26.1201)

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

Staff Recommendation: That the Commission approve the proposed Master of Science in Biotechnology.

Implementation Date: The proposed program will be implemented in August 2012. Based on Commission policy, the proposed program must be implemented by June 8, 2014, 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 20, 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 19, 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 continuing in related graduate work.
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 Birmingham (UAB) 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, 2017.

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 Alabama at Birmingham program proposal, received February 6, 2012. Available upon request.

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

**Attachment 1**

**NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY**

INSTITUTION The University of Alabama at Birmingham  
 PROGRAM Master of Science in Biotechnology (CIP 26.1201)

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

	2012-13	2013-14	2014-15	2015-16	2016-17	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	\$50,000	\$52,000	\$54,800	\$57,540	\$214,340
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$50,000	\$52,000	\$54,800	\$57,540	\$214,340

\*Laboratory Teacher

**SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT**

	2012-13	2013-14	2014-15	2015-16	2016-17	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$217,420	\$271,633	\$407,866	\$422,060	\$450,360	\$1,769,339
TOTAL	\$217,420	\$271,633	\$407,866	\$422,060	\$450,360	\$1,769,339

**ENROLLMENT AND DEGREE COMPLETION PROJECTIONS**

	2012-13	2013-14	2014-15	2015-16	2016-17	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	20	25	28	30	30	27
NEW ENROLLMENT HEADCOUNT	20	20	20	20	20	20
DEGREE COMPLETION PROJECTIONS	0	18	19	19	19	19

## Attachment 2

### Summary of Background Information

Master of Science in Biotechnology  
The University of Alabama at Birmingham

**Role:** The proposed program is within the instructional role recognized by the Commission for the University of Alabama at Birmingham (UAB).

**Objectives:** The proposal provided the following description of the proposed program.

Biotechnology in general harnesses cellular and biomolecular processes to develop technologies and products that are aimed at improving human and environmental health. Job markets in the the biotechnology industry include research and development, manufacturing, marketing and sales, clinical applications, and legal and regulatory roles. The mission of the proposed program is to provide quality education to prepare a diverse student body for careers in various fields involving biotechnology and its related disciplines.

The program is designed to provide students with broad training and education in:

- Scientific principles and knowledge underlying biotechnology, drug discovery, and design.
- Scientific principles and knowledge underlying emerging diagnostic technologies associated with biotechnology.
- Basic laboratory techniques in biotechnology.
- Biotechnology industry knowledge from early through late stage product and corporate development.
- Regulatory issues in biotechnology.

**Assessment:** The proposal stated that competency measures will be developed for each course and internship experience to evaluate the students' achievement of established learning and performance objectives. Aggregate performance data from these evaluations will be used to inform content and instructional approach modifications. The program director will monitor graduate learning outcomes and the success rate in completion of the program.

There will be an exit exam given in the last semester to measure the students' competency across all coursework. Individual and aggregate test results will be assessed to identify any content areas where student performance is below expectations. These data will be used as an information source for curriculum and program development.

At program completion, an exit interview/survey will be administered to assess student satisfaction with the program as a whole and to identify needed programmatic improvements from the student perspective. Alumni follow-up will include recording job placements post-graduation, and to the extent possible, tracking career progression. Graduate job performance will be evaluated through employer surveys to assess their satisfaction with graduate job skills.

The proposal also stated that a biotechnology program advisory board has been established to oversee the development and implementation of the proposed program, as well as for the long term improvement and progression of the program. The board will meet on a semi-annual basis with the faculty to ensure the relevancy and effectiveness of the curriculum and to provide advice and input into the content and delivery of the curriculum. Individual members of the advisory board may be contacted on an *ad hoc* basis when their personal expertise is needed.

**Administration:** The program will be administered by the College of Health Professions, Dr. Harold P. Jones, dean, and the Department of Clinical and Diagnostic Sciences, Dr. Janelle Chiasera, chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). Two deans submitted responses in the initial review of the proposal. One response had no questions; the other included a lengthy critique of the proposal. Criticisms included the lack of specificity in the description of courses and a doubt that the faculty had enough expertise to conduct the program. The suggestion was made that it might be appropriate to narrow the title of the program to clinical biotechnology. The response also included questions on the need for the program, collaborative efforts, teaching load, the mathematics requisite for the program, staffing, and equipment.

UAB provided a detailed response to the comments. The response stated that the curriculum was developed in consultation with industry leaders who serve on the advisory board. It provided examples of how the coursework and lab experiences would prepare students in molecular biology techniques. Regarding faculty expertise, the response stated that current faculty members have PhDs in relevant fields of science and that each has worked directly in the biotechnology industry for more than twenty years. Industry leaders from the local community will serve as advisers to the program faculty and interact with students in classroom presentations and through professional networking forums, enhancing students' business and communications skills. UAB included letters of support from Hudson Alpha, Southern Research in Birmingham, Evonik Industries, and Biotechnology Industry Organization, and Southeast BIO.

After receiving the response from UAB, four members of the ACGD voted unanimously to recommend approval of the program.

**Accreditation:** The program will not require programmatic accreditation at this time.

**Curriculum:** The proposed program will replace the existing biotechnology graduate certificate program and the biotechnology track in the Clinical Laboratory Science master's program. The current certificate program curriculum will be modified and four new courses will be added. The new program will require 36 semester hours credit for completion.

Credit hours required in major courses:	30 semester hours
Credit hours required in support courses:	6
Total:	36

Support courses include (CDS 610) Research Design and Statistics and (CDS 625) Scientific Publications. A two credit hour Biotechnology Internship (BT 695) is a part of the program.

The following new courses will be developed for the program:

BT 500 Principles of Biotechnology I – Nucleic Acid Technology	3 semester hours
BT 550 Principles of Biotechnology II – Amino Acid Technology	3
BT 600 Principles of Biotechnology III – Systems Biology & Pharmacology	3
BT 652 Applications in Biotechnology III	1

**Collaboration:** There are two related existing programs in the state, an associate degree program at Calhoun Community College and a PhD program at the University of Alabama in Huntsville. UAB has had initial contacts with both institutions concerning collaborative efforts. It is expected that graduates of the Calhoun program could transfer into the BS program in Health Care Management at UAB and, upon completion, enter the master's program.

**Distance Education:** The use of distance education is not anticipated, because students are required to be in the laboratory for training at UAB. However, program officials do expect to use a blended course delivery format using web-based and online technologies to support classroom and laboratory instruction.

**Admissions:** Students will be selected by the program admissions committee, comprised of the program director and the biotechnology faculty. Students must fulfill all graduate school requirements for

admission to a master's degree program, and must have completed coursework in pre-calculus algebra, chemistry I and II, and genetics prior to admission. Specifically, prospective students must have an earned baccalaureate degree with a 3.0 GPA or higher, or a 3.0 on the last sixty hours attempted; and completion of prerequisite courses with grades of "C" or better. Students should complete the Graduate Record Examination and have their scores submitted for evaluation by the admissions committee. Qualified applicants will be invited for a required personal interview.

**Need:** There is no master's level program listed in the Academic Program Inventory at CIP 26.1201. The University of Alabama in Huntsville (UAH) has a PhD at the same CIP code in Biotechnology Science and Engineering. The proposal stated that almost all states in the Southern Regional Education Board (SREB) area have a baccalaureate or graduate program in biotechnology. UAB officials state that this proposed program will be unique in its approach of combining the scientific focus with business principles related to shepherding a biotechnology product from discovery to commercialization.

The proposal stated that the US Department of Labor has projected that the biotechnology industry will grow at an average annual rate of 1.5 percent between 2008 and 2018. During the first year of the recession, employment in the biotechnology sector grew 1.4 percent, while total private sector employment declined by 0.7 percent.

The proposal further stated that Alabama is home to more than fifty life science firms, contributing more the \$370 million to the state's economy each year. The workforce of this industry is trained to discover and develop novel products that will promote human and environmental health. The proposal stated:

The continued development of the industry requires a specialized workforce with a strong knowledge base in science, technology, research, and industry-specific entrepreneurial skills that can translate scientific discovery into commercial products.

According to UAB officials, relatively few graduate programs are preparing students with the combined business/science/research acumen needed to support the growing industry. Both an associate program in biotechnology at Calhoun Community College and the UAH PhD program are science-based with emphasis on technical laboratory training.

**Student Demand:** Student demand was based on enrollment in the certificate program in biotechnology and the biotechnology track in the Clinical Laboratory Science MS program.

Twenty students currently are enrolled in the biotechnology graduate certificate program.

**Resources:**

Faculty:

Current Primary Faculty—

Full-time: 2  
Part-time: 1

Support Faculty—

Full-time: 0  
Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 0  
Part-time: 0

Support Faculty—

Full-time: 1  
Part-time: 0

UAB will use current certificate program faculty to implement the new program and will evaluate the need for new faculty members as enrollment grows. Faculty in related departments will be recruited to hold secondary appointments and teach coursework in their related field of expertise as appropriate. Leaders from the local and national biotechnology communities will be used to serve as adjunct professors and to provide guest lectures throughout the curriculum.

**Support Staff:** There are no plans to add support staff at this time.

**Assistantships:** Students will not be provided assistantships or fellowships by the program. They will have access to financial aid and scholarship opportunities available through the university and the School of Health Professions.

**Equipment:** No additional equipment is necessary at this time.

**Facilities:** The current certificate program shares laboratory facilities within the Learning Resources Center. No additional facilities are required for the new master's program.

**Library:** The proposal stated that UAB's Lister Hill Library is the largest biomedical library in Alabama and one of the leading such libraries in the south. The collection spans over seven centuries with over 12,000 old and rare books, over 100,000 circulating monograph titles, and 28,405 electronic full text journals. The library is in association or consortia with several other libraries, including UAB's Mervyn H. Sterne Library, the Alabama Public Library Service, Consortium of Southern Biomedical Libraries, Inc., Health InfoNet of Alabama/Go Local, the National Network of Libraries of Medicine, and the Network of Alabama Academic Libraries (NAAL). All library resources are available from the campus network or over the internet.

**Program Budget:** The proposal projected that a total of \$214,340 in estimated new funds will be required to support the proposed program. A projected total of \$1,769,339 will be available from tuition.



**Attachment 3**

**The University of Alabama at Birmingham  
 Master of Science in Biotechnology (CIP 26.1201)**

**Proposed Curriculum  
 36 Semester Hour Credits**

Term	Credits	Course Status
<b>Fall Semester 1 (10 credits)</b>		
BT 500 Principles of Biotechnology I - Nucleic Acid Technology	3	New
CLS 650 Applications in Biotechnology I (lab)	1	Existing
CLS 670 Bench to Commercialization I	3	Existing
CDS 610 Research Design and Statistics	3	Existing
<b>Spring Semester (10 credits)</b>		
BT 550 Principles of Biotechnology II - Amino Acid Technology	3	New
CLS 651 Applications in Biotechnology II (lab)	1	Existing
CLS 671 Bench to Commercialization II	3	Existing
CDS 625 Scientific Publications	3	Existing
<b>Summer Semester (6 credits)</b>		
CLS 695 Biotechnology Internship	2	Existing
CLS 698 Non-Thesis Project	4	Existing
<b>Fall Semester 2 (10 credits)</b>		
BT 600 Principles of Biotechnology III - Systems Biology & Pharmacology	3	New
BT 652 Applications in Biotechnology III (lab)	1	New
CLS 672 Bench to Commercialization III	3	Existing
CLS 676 Innovative Technologies in Biotechnology	3	Existing

DECISION ITEM B-1: Faulkner State Community College, Alteration of the AAS in Business (CIP 52.0201)

**EXECUTIVE SUMMARY**

**Reason for Action:** Faulkner State Community College (FSC) has requested the alteration of the Associate in Applied Science in Business (CIP 52.0201), including the addition of options in Accounting Clerk and Small Business/Entrepreneurship, in accordance with the "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed options will require 66-67 semester hours.
- The alteration has been developed to realign the program in response to recommendations of the program's advisory committee. The alteration is expected to maximize viability, promote positive student outcomes, and provide multi-skill variances to meet employer demands.
- The proposed alteration will not require any additional resources.

DECISION ITEM B-1: Faulkner State Community College, Alteration of the AAS in Business (CIP 52.0201)

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: Faulkner State Community College (FSC) currently has the Associate in Applied Science (AAS) in Business at CIP 52.0201 in the Commission's Academic Program Inventory. FSC has proposed an alteration of the program which includes the deletion of options, the addition of options, and a revision of an existing option.

The deleted options are Computer Management, Marketing, Fashion Merchandising, Banking and Finance, and Accounting.

The proposed options are Accounting Clerk and Small Business/Entrepreneurship. The program with the proposed options will require 66-67 semester hours (sh).

General Education	21 sh
Program core	22 sh
Option	23-24 sh
Total	66-67 sh

The program core includes such courses as Business Communications, Principles of Accounting I and II, Human Resources Management, Work Place Skills Preparation, Personal Development, and the Legal and Social Environment of Business.

Accounting Clerk Option: Courses in the proposed option will be Individual Income Taxes, Payroll Accounting, Personal Finance, Managerial Accounting, Electronic Calculations, Computerized Financial Record Keeping, Office Procedures, and Spreadsheet Applications.

Small Business/Entrepreneurship Option: Courses in the proposed option will be Customer Service, Personal Finance, Salesmanship, Elements of Supervision, Small Business Management, Management Workshop I and II, and Advertising and Sales Promotion.

The revised option in Management and Supervision Technology will include the following courses: Elements of Supervision; Human Relationships; Management Workshop I, II, and III; Management Seminar; Principles of Marketing; and Introduction to Information Systems.

**Budgetary Impact: None.**

The proposed alteration will use existing resources. No additional faculty, equipment, or facilities are needed. All courses are currently offered in the program.

According to program officials, the alteration has been developed to realign the program in response to recommendations of the program's advisory committee. The alteration is expected to maximize viability, promote positive student outcomes, and provide multi-skill variances to meet employer demands.

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 B-2: The University of North Alabama, Addition of a Concentration in Public History to the Existing MA in History (CIP 54.0101)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of North Alabama (UNA) has requested the addition of a concentration in Public History 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 a total of 33 semester hours.
- The new concentration will require the addition of a new faculty member; however, the funds for this addition have already been secured through the general operating budget.
- The new concentration will link closely with the Muscle Shoals National Heritage Area (MSNHA), which operates under UNA.

**DECISION ITEM B-2:** The University of North Alabama, Addition of a Concentration in Public History to the Existing MA in History (CIP 54.0101)

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

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

**Background:** The University of North Alabama (UNA) currently has the Master of Arts (MA) in History at CIP 54.0101 in the Commission's Academic Program Inventory. UNA has proposed the addition of a concentration in Public History to the existing program.

The program with the proposed concentration will require a minimum of 33 semester hours (sh).

Program core	15 sh
Thesis or seminar course work	6 sh
Concentration	12 sh
Total	33 sh

Students completing a thesis must satisfactorily complete a thesis defense. Students completing seminar coursework must satisfactorily complete the comprehensive examination.

The program core includes the following courses: Historiography and Methodology (HI 605); Studies in US History to 1877 (HI 611) and Since 1877 (HI 612); Studies in World History to 1815 (HI 621) and Since 1815 (HI 622).

Students in the new concentration will select 12 semester hours from the following three-semester-hour courses: Public History (HI 571); Oral History (HI 576); Digital History (HI 580); Historic Preservation and Cultural Resource Management (HI 670); Museum and Archival Management (HI 671); and Public History Internship (HI 679).

**Budgetary Impact:** The new concentration will require the addition of a new faculty member; however, the funds for this addition have already been secured through the general operating budget.

New faculty estimated salary/benefits: \$77,100  
Funds from general operating budget: \$77,100

According to information from UNA, Public History is a growing field that encompasses tourism, economic development, and historical preservation and conservation. Job opportunities exist at museums,

historic preservation organizations, historic sites, and historical agencies at various levels of government.

The proposal of the new concentration at UNA is part of a concerted effort to link the UNA history offerings more closely with the Muscle Shoals National Heritage Area (MSNHA). The MSNHA, which operates under UNA, was officially designated by Congress in 2009. The heritage area spans across six counties within the Tennessee River water basin of north Alabama and was developed to help preserve the history of the region. It is the only designated national heritage area in the state of Alabama. For information on this heritage area see <http://msnha.una.edu>.

Since it is housed at UNA, the MSNHA offers a unique opportunity for UNA students in terms of internships, residencies, workshops, and other types of experiential learning and networking. The new faculty position in Public History will provide the MSNHA with professional expertise and a resource for local public history sites and organizations.

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 B-3: Troy University, Addition of a Concentration in Environmental Policy to the Existing MS in Environmental and Biological Sciences (CIP 30.9999)

**EXECUTIVE SUMMARY**

**Reason for Action:** Troy University has requested the addition of a concentration in Environmental Policy in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- There will be no budgetary impact to add the proposed concentration.



**DECISION ITEM B-3:** Troy University, Addition of a Concentration in Environmental Policy to the Existing MS in Environmental and Biological Sciences (CIP 30.9999)

**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:** Troy University (TROY) currently has the Master of Science (MS) in Environmental and Biological Sciences at CIP 30.9999 in the Academic Program Inventory. TROY proposes the addition of a concentration in Environmental Policy to the existing program.

The proposed concentration will require 36 semester hours (sh), as listed below:

Program Core	9 sh
Proposed Concentration	27 sh
Total:	36 sh

The program core consists of the following courses: Environmental and Biological Ethics; Pollution Science; and Research Methodology and Experimental Design.

Courses in the proposed concentration include: Environmental History of the U.S.; Environmental Management; Global Pollution and International Environmental Policy; Environmental Impact Studies and Risk Management; and Environmental Law, Permitting, and Regulatory Compliance.

The proposed concentration is being added as a result of the BP oil spill and various other ecological disasters. Currently, there is an increasing need for environmental policy studies throughout the Wiregrass area.

**Budgetary Impact:** None

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. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-4: Troy University, Addition of an Emphasis in Public History to the Existing BA/BS in History (CIP 54.0101)

**EXECUTIVE SUMMARY**

**Reason for Action:** Troy University has requested the addition of an emphasis in Public History in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The courses in the emphasis and the faculty to teach them are already in place.
- The addition of the emphasis will have no budgetary impact.

**DECISION ITEM B-4:** Troy University, Addition of an Emphasis in Public History to the Existing BA/BS in History (CIP 54.0101)

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

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

**Background:** Troy University (TROY) currently has the Bachelor of Arts/Bachelor of Science (BA/BS) in History at CIP 54.0101 in the Academic Program Inventory. The program is offered on the Dothan, Troy, and Montgomery campuses. TROY proposes the addition of an emphasis in Public History to the existing program. The emphasis also will be available for students seeking teaching certification in history.

The program with the proposed emphasis will require 36 semester hours (sh), as listed below:

Program Core	6 sh
Proposed Emphasis	15 sh
Elective Upper Division History Courses	9 sh
Related Coursework	6 sh
Total:	36 sh

The program core consists of the following courses: Research and Methodology and Senior Seminar.

Courses in the proposed emphasis include: Introduction to Public History; Local History; Oral History; Internship in History (a minimum of ninety contact hours); and Ethics and the Modern World.

Potential courses for related coursework include the following: Historical Archaeology; Survey of Art History I and II; Grant Writing; Conservation; Urbanism; Rural America – Past and Present; Introduction to Archives – Theories and Issues; Archival Methods and Practices; Environmental History of the U.S.; Principles of Management; and Introduction to Public Administration.

The proposed emphasis is being added to prepare students for employment in public history positions, such as those in archives, museums, state and national parks.

**Budgetary Impact:** None.

Resources, including courses and faculty, are already in place for the offering of the proposed emphasis. There will be no new cost associated with its implementation.

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 emphasis 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. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-5: Troy University, Addition of Options in Leadership Studies, Instructional Technology, and Curriculum and Instruction Design to the Existing MS in Adult Education (CIP 13.1201)

**EXECUTIVE SUMMARY**

**Reason for Action:** Troy University has requested the addition of three options to an existing program in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The options will be developed using existing resources.

**DECISION ITEM B-5:** Troy University, Addition of Options in Leadership Studies, Instructional Technology, and Curriculum and Instruction Design to the Existing MS in Adult Education (CIP 13.1201)

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

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

Background: Troy University (TROY) currently has the Master of Science (MS) in Adult Education at CIP 13.1201 in the Academic Program Inventory. The program is offered only on the Montgomery campus. A separate item on this agenda requests the extension of the program to Troy and Dothan.

TROY proposes the addition of three options to the existing program: Leadership Studies, Instructional Technology, and Curriculum and Instruction Design.

Program Core Specifics: For all three proposed extensions, the program core consists of the following courses: Foundations of Adult Education, Social Context of Adult Education, Adult Learning and Development, and Research Methodology. Students choosing the non-thesis option will complete a three semester-hour Capstone, while students completing the thesis will complete six hours in Thesis.

The program with the proposed option in Leadership Studies will require 33-36 semester hours (sh), as listed below:

Program Core	15 sh
Proposed Option	18 sh
Thesis (Optional)-additional hrs	3 sh
Total:	33-36 sh

Courses in the proposed Leadership Studies option include: Leadership; Evaluation and Organizational Improvement; Strategic Planning; Organizational Behavior and Group Dynamics; and Communication and Problem Solving. Students will choose one course of the following: Seminar in Personnel Planning and Leadership, Administration of School Personnel, or Public Human Resource Management.

The proposed option is being added for professionals to develop leadership competencies and dispositions that can be applied in a variety of settings and situations.

**Budgetary Impact:** None.

Resources are already in place for the offering of the proposed option. In addition to four new courses in the core, only one new course will be

developed for the option. There will be no new cost associated with implementation.

The program with the proposed option in Instructional Technology will require 33-36 semester hours (sh), as listed below:

Program Core	15 sh
Proposed Option	18 sh
Thesis (Optional)-additional hours	3 sh
Total:	33-36 sh

Courses in the proposed Instructional Technology option include: Current and Emerging Instructional Technologies; Principles of Instructional Design; Advanced Instructional Design; Distance Learning Strategies; Graphic Design in Multimedia Instruction; and Advanced Multimedia Instruction.

The proposed option will prepare graduates to function in professions from Instructional Designer to Training Manager to Media Manager. There is demand for graduates in educational institutions, business and industrial organizations, the military, health care, and human services.

**Budgetary Impact:** None.

Resources are already in place for the offering of the proposed option. The option will consist of existing courses. There will be no new cost associated with implementation.

The program with the proposed option in Curriculum and Instructional Design will require 33-36 semester hours (sh), as listed below:

Program Core	15 sh
Proposed Option	18 sh
Thesis (Optional)-additional hours	3 sh
Total:	33-36 sh

Courses in the proposed Curriculum and Instructional Design option include: Principles of Instructional Design, Advanced Instructional Design; Educational Evaluation; Methods and Strategies for Teaching Adults; and Curriculum Development of Adult Education. Students will also take a three-hour elective with the approval of their advisor.

The proposed option will prepare graduates to fill positions in businesses and companies that have demands for individuals for Human Resource and Development programs. According to information from TROY, the Federal Office of Personnel Management also has a need for these graduates.

**Budgetary Impact:** None.

Resources are already in place for the offering of the proposed option. The option will consist of existing courses. There will be no new cost associated with implementation.

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

The staff recommends that the proposed options 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. Written unpublished documentation provided by the institution. Available upon request.



DECISION ITEM B-6: Troy University, Alteration of the DNP in Nursing (CIP 51.3802)

**EXECUTIVE SUMMARY**

**Reason for Action:** Troy University (TROY) has requested the alteration of the Doctor of Nursing Practice in Nursing (CIP 51.3802), which is offered in Dothan, Troy, and Montgomery, in accordance with the “Guidelines for the Review of Extensions & Alterations of Existing Programs.”

**Factors for Consideration:**

- The alteration will reduce the number of semesters required to complete the DNP for post-baccalaureate students from nine to eight semesters, thus saving students money.
- According to the proposal, the alteration is expected to provide an incentive for BSN nurses to seek and obtain a DNP degree.

**DECISION ITEM B-6:** Troy University, Alteration of the DNP in Nursing (CIP 51.3802)

**Staff Presenter:** Ms. 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:** Troy University (TROY) currently has the Doctor of Nursing Practice (DNP) in Nursing at CIP 51.3802 in the Commission’s Academic Program Inventory. The program was approved initially to be offered on the Montgomery and Troy campuses. In December 2011, the Commission approved TROY’s request for extension of the program to the Dothan campus.

TROY has proposed an alteration of the program which would result in a reduction of the semester hours required for students holding the Bachelor of Science in Nursing (BSN) to complete the program.

The TROY DNP program has two advanced practice tracks, Family Nurse Practitioner and Clinical Nurse Specialist. The alteration will reduce the hours required for the Family Nurse Practitioner to 70-74 hours. The hours required for the Clinical Nurse Specialist will be reduced to 65-69 semester hours.

Track	Hours Currently Required	Hours Required in Alteration
Family Nurse Practitioner	82-86	70-74
Clinical Nurse Specialist	74-78	65-69

Courses to be eliminated from the Family Nurse Practitioner track include the following:

	Semester Hours
1. Healthcare Economics	2
2. Foundations of Advanced Practice	2
3. Family and Cultural Theories in Advanced Nursing Practice	3
4. Data Analysis Techniques in Research	2
5. Scholarly Inquiry Practicum I	1
6. Scholarly Inquiry Practicum II	1
7. Synthesis and Evaluation of Advanced Nursing Practice	1
<b>Total</b>	<b>12</b>

The courses to be eliminated make up approximately 14 percent of the program with the Family Nurse Practitioner track.

Courses to be eliminated from the Clinical Nurse Specialist track include the following:

	Semester Hours
1. Healthcare Economics	2
2. Foundations of Advanced Practice	2
3. Data Analysis Techniques in Research	2
4. Scholarly Inquiry Practicum I	1
5. Scholarly Inquiry Practicum II	1
6. Synthesis and Evaluation of Advanced Nursing Practice	1
Total	9

The courses to be eliminated make up approximately 13 percent of the program with the Clinical Nurse Specialist track.

The staff requested information about the impact of the alteration on programmatic accreditation of the program by the National League for Nursing Accrediting Commission (NLNAC). TROY officials stated that the program is accredited by NLNAC through 2015, and that only a notification of NLNAC about the modification will be required. TROY will also notify the Southern Association of Colleges and Schools (SACS) Commission on Colleges (COC) following Commission approval, in accordance with SACS/COC guidelines.

**Program Budgetary Impact: None.**

According to the proposal, the alteration is expected to provide an incentive for BSN nurses to seek and obtain a DNP degree. The alteration will reduce the number of semesters required to complete the DNP for post-baccalaureate students from nine to eight semesters, thus saving students money.

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. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-7: Action on Troy University's Request to Extend the MS in Adult Education (Montgomery Campus), CIP 13.1201, to the Troy and Dothan Campuses

**EXECUTIVE SUMMARY**

**Reason for Action:** Troy University has requested the extension of MS in Adult Education (Montgomery), CIP 13.1201, to the Troy and Dothan campuses.

**Factors for Consideration:**

- Troy University has made this request in agreement with guidelines adopted by the Commission in September 2009.
- The extension of the program will not require additional financial resources.

**DECISION ITEM B-7:** Action on Troy University's Request to Extend the MS in Adult Education (Montgomery Campus), CIP 13.1201, to the Troy and Dothan Campuses

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

Staff Recommendation: That the Commission approve the extension of the MS in Adult Education (Montgomery) (CIP 13.1201) to the Troy and Dothan campuses.

Background: Troy University has requested that the Commission approve the extension of the MS in Adult Education (CIP 13.1201), currently offered only on the Montgomery campus, to the Troy and Dothan 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. "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. Earl Ingram, Senior Vice Chancellor for Academic Affairs of Troy University, dated March 15, 2012. Available upon request.

### PROGRAM EXTENSION REQUEST

Program: CIP 13.1201 Adult Education (Montgomery), MS.

Request: Extension of the full program to the Troy and Dothan campuses of Troy University.

Evidence of the strength of the current program: The proposal stated that, over the last two years, the program has averaged 31 student enrollments each semester. Examples of graduates of the program who currently hold or have held prominent positions were provided. According to the proposal, the existing program has been offered on the Montgomery campus for several decades.

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.*

Need for the program is that, with the offering of new options (a program extension on this agenda), the program will address the Governor's vision for Alabama's workforce development. Leaders, managers, and administrators with specialized knowledge in adult education are required to create and administer programs, develop policies, and lead institutions that are part of the Alabama Workforce Training System. Adult education professionals will be in demand to coordinate professional development and continuing education efforts at the state's fastest growing industries. Student service professionals with specialized knowledge of this population are required to recruit learners to postsecondary education programs and support them toward success.

Letters of support for the extension were included in the proposal. They were sent by Freida Hill, former chancellor of the Alabama Community College System; Bruce T. Murphy, Vice President for Academic Affairs, Air University, Maxwell Air Force Base; and Mark Eschle, Vice President, Consulting Services, CGI.

Adequate student demand:

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

An interest survey was distributed to over 500 current TROY undergraduate students and graduate students. Over two hundred of the responses indicated interest in the program.

In another question assessing interest in the program by mode or location of delivery, the following responses were received: approximately one hundred students were interested in enrolling in the program on the Troy campus; 29 students on the Dothan campus, and 373 respondents through an online program.

Faculty, Facilities, Library:

**Faculty:** The extension will not require additional personnel, according to the proposal. Two full-time faculty members at Troy will be reassigned to the program. The Dothan campus has an adequate number of full-time faculty to support the program.

**Facilities:** There is sufficient classroom availability on each campus to support the program. Faculty offices and computers are currently available.

**Library:** According to information submitted by TROY, the library provides students and faculty access to a wide array of resources required to support the purpose and scope of the programs. All database collections are available online. All library resources available to the Montgomery campus are also available to Dothan and Troy campuses.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, June 8, 2012

Budget: The extension of the program will not require additional financial resources.

DECISION ITEM B-8: The University of Alabama at Birmingham, Alteration of the PhD in Early Childhood Education (CIP 13.1210)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham (UAB) has requested the alteration of the PhD in Early Childhood Education (CIP 13.1210), including the formal structuring of specialty areas in Early Intervention, Piagetian Studies, Curriculum, Literacy, and Early Childhood Teacher Leader. The alteration is proposed in accordance with the "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The altered program will require at least 54 semester hours.
- The proposed alteration is a reorganization of an existing program and will not require additional resources
- The proposed alteration is intended to create a more focused research agenda and better define the specialty areas within the program



DECISION ITEM B-8: The University of Alabama at Birmingham, Alteration of the PhD in Early Childhood Education (CIP 13.1210)

Staff Presenter: Ms. 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: The University of Alabama at Birmingham (UAB) currently has the Doctor of Philosophy (PhD) in Early Childhood Education at CIP 13.1210 in the Commission's Academic Program Inventory. UAB has proposed an alteration of the program which includes the establishment of a set of core courses, the addition of specialty areas, research methodology training, and a dissertation.

The altered program will require a minimum of 54 semester hours (sh).

Program core	12 sh
Specialty areas	at least 12 sh
Research Methodology	12 sh
Research Internship	6 sh
Dissertation	at least 12 sh
Total	at least 54 sh

The program core includes such courses as Issues in Developmental Theory; Children and Society; Advanced Early Childhood Curriculum; History of Early Childhood; Meaning and Development of Play; Parent, Child, School Interface; and Research in Infancy.

Specialty areas will include Early Intervention, Piagetian Studies, Curriculum, Literacy, and Early Childhood Teacher Leader.

Courses in Early Intervention will include selections from the Consultation Process and the Young Child; Research Apprenticeship; Research in Infancy; Current Issues in Infant, Toddler, and Early Childhood Education; and Directed Readings in Research.

Courses in Piagetian Studies will include Piaget: Theory and Research I, II, III, and IV.

Courses in Curriculum will include Contemporary Issues in American Science Education; Current Issues in Infant, Toddler, and Early Childhood Education; and two courses selected from the Piaget sequence.

Courses in Literacy include Literacy Before School; Schooling and Literacy Instruction; Theory and Research on Literacy Development and Instruction; and Advanced Seminar in Language Development.

Courses in Early Childhood Teacher Leader include selections from Collaborative Problem Solving; Curricular Design and Implementation; Data Based Decision Making; Culturally and Linguistically Responsive Instruction; Universal Design for Learning; and Professional Leadership.

**Budgetary Impact: None.**

The proposed alteration is a reorganization of an existing program and will not require additional resources.

According to UAB officials, the proposed alteration is intended to create a more focused research agenda and better define the specialty areas within the program.

Consistent with Commission policy and operational definitions, specialty areas 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 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 B-9: The University of Alabama at Birmingham, Establishment of the Department of Urology in the School of Medicine

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham (UAB) has requested the establishment of the Department of Urology.

**Factors for Consideration:**

- The Department of Urology will allow UAB to build upon existing strengths in urologic care, research, and training. Establishment of the department will better position UAB at the forefront of providing clinical services, innovative treatment strategies, leading edge educational programs, and fundamental research for disease of the male and female urinary tract and the male reproductive organs.
- According to the Commission's operational definitions, administrative changes at the department level generally are submitted as information items. At the University of Alabama at Birmingham (UAB), however, departments in the School of Medicine are more prominent units than academic divisions. Consequently, this item is submitted for Commission approval.

DECISION ITEM B-9: The University of Alabama at Birmingham,  
Establishment of the Department of Urology in the  
School of Medicine

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the establishment of the  
Department of Urology.

Background: The University of Alabama at Birmingham (UAB) plans to establish the Department of Urology, which will allow UAB to build upon existing strengths in urologic care, research, and training. Establishment of the department will better position UAB at the forefront of providing clinical services, innovative treatment strategies, leading edge educational programs, and fundamental research for disease of the male and female urinary tract and the male reproductive organs

According to the Commission's operational definitions, administrative changes at the department level generally are submitted as information items. At UAB, however, departments in the School of Medicine are more prominent units than academic divisions. Consequently, this item is submitted for Commission approval.

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. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-10: The University of Alabama at Birmingham, Establishment of the Department of Cell, Developmental, and Integrative Biology in the School of Medicine

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham has requested the establishment of the Department of Cell, Developmental, and Integrative Biology in the School of Medicine.

**Factors for Consideration:**

- According to the Commission's operational definitions, administrative changes at the department level generally are submitted as information items. At UAB, however, departments in the School of Medicine are more prominent units than academic divisions. Consequently, this item is submitted for Commission approval.

DECISION ITEM B-10: The University of Alabama at Birmingham,  
Establishment of the Department of Cell, Developmental,  
and Integrative Biology in the School of Medicine

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the establishment of the  
Department of Cell, Developmental, and Integrative  
Biology in the School of Medicine.

Background: The University of Alabama at Birmingham (UAB) plans  
to establish the Department of Cell, Developmental, and  
Integrative Biology in the School of Medicine. The new  
department will be established by merging the  
Department of Cell Biology and the Department of  
Physiology and Biophysics.

According to the Commission's operational definitions,  
administrative changes at the department level generally  
are submitted as information items. At UAB, however,  
departments in the School of Medicine are more  
prominent units than academic divisions. Consequently,  
this item is submitted for Commission approval.

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. Written unpublished documentation provided by the  
institution. Available upon request.

DECISION ITEM B-11: Jacksonville State University, Addition of a Concentration in Business Marketing Education to the Existing MEd in Secondary Education (CIP 13.1205)

**EXECUTIVE SUMMARY**

**Reason for Action:** Jacksonville State University (JSU) has requested the addition of a concentration in Business Marketing Education, in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- The program with the proposed concentration will require a total of 34-37 semester hours.
- The proposed concentration will provide students with an avenue for additional teacher certification and greater opportunities for employment.

**DECISION ITEM B-11:** Jacksonville State University, Addition of a Concentration in Business Marketing Education to the Existing MSED in Secondary Education (CIP 13.1205)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Background: Jacksonville State University (JSU) currently has the Master of Science in Education (MSED) in Secondary Education listed at CIP 13.1205 in the Commission's Academic Program Inventory. JSU has proposed the addition of a concentration in Business Marketing Education to the existing program.

The program with the proposed concentration will require a total of 34-37 semester hours (sh):

Concentration	12 sh
Program Core	22-25 sh
Total	34-37 sh

Courses in the program core will include: Curriculum Development; Foundations of Secondary Education; Manufacturing Com/Info Systems; Research & Statistics in Secondary Education; and Literacy Theory and Practice.

Courses in the proposed concentration are: Organization Communication; Accounting Information Analysis; Marketing Administration; Managerial Economics; and Financial Management.

According to information submitted by JSU, the proposed concentration will provide students with an avenue for additional teacher certification and greater opportunities for employment.

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

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

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

Supporting Documentation: 1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin.



Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.

2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-12: The University of Alabama, Addition of a Concentration in Mental Health and Primary Care to the Existing MSN in Nursing (CIP 51.3801)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama has requested the addition of a concentration in Mental Health and Primary Care in accordance with Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- According to the institution, nurses with a thorough knowledge of primary care and mental health issues are needed to provide healthcare in the rural areas of this state.
- No additional funding will be needed to implement the proposed concentration.

**DECISION ITEM B-12:** The University of Alabama, Addition of a Concentration in Mental Health and Primary Care to the Existing MSN in Nursing (CIP 51.3801)

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 (UA) currently has the Master of Science in Nursing (MSN) in Nursing at CIP 51.3801 in the Academic Program Inventory. UA proposes the addition of a concentration in Mental Health and Primary Care to the existing program.

The MSN program with the proposed concentration will require 46-49 semester hours (sh), as listed below:

Program Core	34 sh
Proposed Track	12 sh
Thesis (optional)	3 sh
Total:	46–49 sh

The program core includes courses in: Theoretical Models for Advanced Nursing Practice; Advanced Health Assessment; Advanced Pathophysiology; Basic Epidemiology; Pharmacology; and Issues in Community Health for Rural Populations.

Courses in the proposed track are: Mental Health for Rural Families I & II; and Primary Care for Rural Families I and II.

- **Budgetary Impact:** No additional funding will be needed to implement the proposed concentration.

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. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-13: The University of South Alabama, Addition of a Concentration in Sport and Recreation Management to the Existing BS in Leisure Studies (CIP 31.0101)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of South Alabama (USA) has requested the addition of a concentration in Sport and Recreation 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 option will require a total of 128 semester hours.
- No additional resources will be required to add this concentration.

DECISION ITEM B-13: The University of South Alabama, Addition of a Concentration in Sport and Recreation Management to the Existing BS in Leisure Studies (CIP 31.0101)

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 South Alabama (USA) currently has the Bachelor of Science (BS) in Leisure Studies at CIP 31.0101 in the Commission's Academic Program Inventory. USA has proposed the addition of a concentration in Sport and Recreation Management to the existing program.

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

General Education Core	63 sh
Program Core	34 sh
Concentration	31 sh
Total	128 sh

The program core includes courses in First Aid; Personal Health; Nutrition and Hunger; Introduction to Leisure Studies; and Issues in Leisure Services.

Courses included in the proposed concentration are: Intro to Sport Management; Campus Recreation; Sport Marketing; Legal Issues in Sport and Recreation; and Coaching Theory.

According to information provided by USA, the concentration addition will prepare professionals for management level positions in a variety of established and growing sport and recreational settings.

**Budgetary Impact: NONE.** Existing faculty will teach courses in the 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 B-14: The University of Alabama at Birmingham, Addition of a Track in Engineering Management to the Existing MEng in Engineering (CIP 14.0101)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham (UAB) has requested the addition of a track in Engineering 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 track will require 33 semester hours.
- According to UAB officials, the university is developing partnerships in other countries where there is a great need for developing leaders to assume administrative positions in engineering industries and government organizations.

**DECISION ITEM B-14:** The University of Alabama at Birmingham, Addition of a Track in Engineering Management to the Existing MEng in Engineering (CIP 14.0101)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Background: The University of Alabama at Birmingham currently has the Master of Engineering (MEng) in Engineering at CIP 14.0101 in the Commission's Academic Program Inventory. UAB has proposed the addition of a track in Engineering Management to the existing program.

The program with the proposed track will require a minimum of 33 semester hours (sh):

Program core	18 sh
Concentration	15 sh
Total	33 sh

The program core includes the following courses: Engineering Project Management; Advanced Engineering Project Management; Engineering Entrepreneurship; and Master's Project Research.

Courses in the proposed track will include: Engineering Design; Engineering Contracting, Bidding, and Estimating; Engineering Accounting and Financial Management; and Engineered Environment.

**Budgetary Impact: None.**

The addition of the track will not have any budgetary impact.

According to UAB officials, the university is developing partnerships in other countries where there is a great need for developing leaders to assume administrative positions in engineering industries and government organizations.

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

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

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.03. Available upon request.



2. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-15: The University of Alabama at Birmingham, Addition of Concentrations in Marketing Management, Professional Sales Management, Retail Marketing Management, and Social Media Marketing to the Existing BS in Marketing (CIP 52.1401)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of Alabama at Birmingham (UAB) has requested the addition of concentrations in Marketing Management, Professional Sales Management, Retail Marketing Management, and Social Media Marketing 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 120 semester hours.
- No additional resources will be required to add the four concentrations.

**DECISION ITEM B-15:** The University of Alabama at Birmingham, Addition of Concentrations in Marketing Management, Professional Sales Management, Retail Marketing Management, and Social Media Marketing to the Existing BS in Marketing (CIP 52.1401)

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 in Marketing at CIP 52.1401 in the Commission's Academic Program Inventory. UAB has proposed the addition of concentrations in Marketing Management, Professional Sales Management, Retail Marketing Management, and Social Media Marketing to the existing program.

The program with the Marketing Management concentration will require a total of 120 semester hours (sh):

General Education	41 sh
Program Core	60 sh
Electives	7 sh
Concentration	12 sh
Total	120 sh

The program with the Professional Sales Management concentration will require a total of 120 semester hours:

General Education	41 sh
Program Core	60 sh
Electives	7 sh
Concentration	12 sh
Total	120 sh

The program with the Retail Marketing Management concentration will require a total of 120 semester hours:

General Education	41 sh
Program Core	60 sh
Electives	7 sh
Concentration	12 sh
Total	120 sh

The program with the Social Media Marketing concentration will require a total of 120 semester hours:

General Education	41 sh
Program Core	60 sh
Electives	7 sh
Concentration	12 sh
Total	120 sh

Courses in the program core include: Intro to Business; Essentials of Financial Literacy; Principles of Accounting I and II; Legal Environment of Business; and Marketing Research.

The Marketing Management concentration will have the following courses: Retail Marketing Management; Entrepreneurship and Marketing Planning; and two marketing electives at the 400 level or above.

Courses in the Professional Sales Management concentration are: Sales Management Advanced Sales; and two marketing electives, 400 level or above.

The Retail Marketing Management concentration will have courses in: Retail Marketing Management; Sales Management; ID Operations; and one marketing elective, 400 level or above.

The Social Media Marketing concentration will include Social Media Marketing. Students will be required to choose two of the following courses: Social Media and Virtual Communities in Business; Web Analysis; and Introduction to Business Intelligence; and one marketing elective at the 300/400 level.

According to information submitted by UAB, Marketing graduates are currently finding career opportunities that are aligned closely with the proposed four concentrations.

**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 B-16: The University of South Alabama, Addition of Four Options to the DNP in Nursing (CIP 51.3801)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of South Alabama (USA) has requested the addition of four options to the DNP in Nursing in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- Federal funds have been awarded to USA's College of Nursing to offer the new options.
- Current faculty will be reassigned and part-time faculty will be hired to teach courses. Salaries will be paid using federal grant funds.

DECISION ITEM B-16: The University of South Alabama, Addition of Four Options to the DNP in Nursing (CIP 51.3801)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Background: The University of South Alabama (USA) currently has the Master of Science in Nursing (MSN) in Nursing at CIP 51.3801 in the Commission's Academic Program Inventory. USA proposes the addition of options in Palliative Care; Nursing Education; Metabolic Syndrome/Diabetes; and Cardiovascular.

According to USA officials, the options are being added so that students have an area of specialization that allows further development of an area of interest.

The DNP program requires a total of 58 – 89 semester hours for completion, depending on the specialty.

Palliative Care Option:

The option will require 9 semester hours. It will consist of the following four courses:

- Foundations of Palliative Care & the Advanced Practice Role – 2 sh
- Advanced Palliative Care and End of Life – 2 sh
- Advanced Chronic Illness Care – 2 sh
- Advanced Palliative Care Practicum – 3 sh

Nursing Education Option:

The option will require 11 semester hours. It will consist of the following four courses:

- Instructional Design & Technology for Nurse Educators - 3 sh
- Nursing Education Role Synthesis – 2 sh
- Curriculum & Outcomes Evaluation in Nursing Education – 3 sh
- Nursing Education Role Synthesis Practicum – 3 sh

Metabolic Syndrome/Diabetes Option:

The option will require 9 semester hours. It will have the following three courses:

- Foundations for Culturally Comp Care of Individuals and Family Affected by Metabolic Syndrome & Diabetes – 3 sh
- Advanced Nursing Diagnosis & Management of Individuals & Family Affected by Metabolic Syndrome & Diabetes I – 3 sh

- Advanced Nursing Diagnosis and Management of Individuals & Families Affected by Metabolic Syndrome & Diabetes II – 3 sh

Cardiovascular Option:

The option will require 8 semester hours. It will have the following four courses:

- Dysrhythmias & The Heart – 2 sh
- Foundations of Cardiac Care for the APN – 2 sh
- Diagnosis and Management of Acute CV Disorders – 2 sh
- Diagnosis & Management of Complex CV Disorders – 2 sh

**Budgetary Impact:** Federal funds have been awarded to USA's College of Nursing to offer the new options. Current faculty will be reassigned and part-time faculty will be hired to teach courses. Salaries will be paid using federal grant funds.

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

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. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B-17: The University of South Alabama, Addition of Five Options to the MSN in Nursing (CIP 51.3801)

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of South Alabama (USA) has requested the addition of five options to the MSN in Nursing in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

**Factors for Consideration:**

- Federal funds have been awarded to USA's College of Nursing to offer the new options.
- Current faculty will be reassigned and part-time faculty will be hired to teach courses. Salaries will be paid using federal grant funds.



DECISION ITEM B-17: The University of South Alabama, Addition of Five Options to the MSN in Nursing (CIP 51.3801)

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

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

Background: The University of South Alabama (USA) currently has the Master of Science in Nursing (MSN) in Nursing at CIP 51.3801 in the Commission's Academic Program Inventory. USA proposes the addition of options in Palliative Care; Oncology; Nursing Education; Metabolic Syndrome/Diabetes; and Cardiovascular.

According to USA officials, the options are being added so that students have an area of specialization that allows further development of an area of interest.

The MSN requires a total of 34 semester hours (sh).

Palliative Care Option:

The option will require 9 semester hours. It will consist of the following four courses:

- Foundations of Palliative Care & the Advanced Practice Role – 2 sh
- Advanced Palliative Care and End of Life – 2 sh
- Advanced Chronic Illness Care – 2 sh
- Advanced Palliative Care Practicum – 3 sh

Oncology Option:

The option will require 10 semester hours. It will be comprised of the following six courses:

- Cancer Biology – 2 sh
- Pharmacology for Advanced Oncology Nursing – 1 sh
- Cancer Genetics – 2 sh
- Complimentary & Alternative Therapies as Supportive Care in Oncology – 1 sh
- Advance Care of the Oncology Patient, Family & Community – 2 sh
- Advancing the Science in Oncology Nursing – 2 sh

Nursing Education Option:

The option will require 9 semester hours. It will consist of the following six courses:

- Education Role I – 2 sh
- Education Role Practicum I – 1 sh
- Education Role II – 2 sh
- Education Role Practicum II – 1 sh
- Education Role III – 2 sh

- Education Role Practicum III – 1 sh

Metabolic Syndrome/Diabetes Option:

The option will require 9 semester hours. It will have the following three courses:

- Foundations for Culturally Comp Care of Individuals and Family Affected by Diabetes & Metabolic Syndrome – 3 sh
- Advanced Nursing Diagnosis & Management of Individuals & Family Affected by Metabolic Syndrome & Diabetes I – 3 sh
- Advanced Nursing Diagnosis and Management of Individuals & Families Affected by Metabolic Syndrome & Diabetes II – 3 sh

Cardiovascular Option:

The option will require 8 semester hours. It will have the following four courses:

- Dysrhythmias & The Heart – 2 sh
- Foundations of Cardiac Care for the APN – 2 sh
- Diagnosis and Management of Acute CV Disorders – 2 sh
- Diagnosis & Management of Complex CV Disorders – 2 sh

**Budgetary Impact:** Federal funds have been awarded to USA's College of Nursing to offer the new options. Current faculty will be reassigned and part-time faculty will be hired to teach courses. Salaries will be paid using federal grant funds.

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

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. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM C-1: The University of North Alabama, New Off-Campus Program (MBA in Business Administration) at Athens State University

**EXECUTIVE SUMMARY**

**Reason for Action:** The University of North Alabama (UNA) has requested the approval of an off-campus program to be offered at Athens State University. This request is in accordance with the Commission's "Guidelines for Regulation of Off-Campus Programs".

**Factors for Consideration:**

- The proposed off-campus program will be in collaboration with Athens State University and will serve working adults.
- The program will be offered in a hybrid format, combining face-to-face and online instruction.

DECISION ITEM C-1: The University of North Alabama, New Off-Campus Program (MBA in Business Administration) at Athens State University

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

Staff Recommendation: That the Commission approve the proposed new off-campus program.

Proposal: The University of North Alabama (UNA) plans to offer the full curriculum sequence that will lead to the MBA in Business Administration at Athens State University (ATSU) in Athens, Limestone County, Alabama.

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

**Location of the Program:** UNA will deliver the proposed program at Athens State University.

**Relationship to the Commission's Academic Program Inventory:** UNA currently has MBA in Business Administration at CIP 52.0201 in the Commission's Academic Program Inventory.

**Description of the Program:** The program will be for the purpose of providing graduate business education to students who have completed undergraduate degrees at ATSU or who live in the vicinity of Athens. The program is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

The MBA program is offered in both traditional and executive formats. The most important difference between the two formats is that the traditional requires an acceptable GMAT score, while the executive requires at least six years of business experience.

With the proposed off-campus program, eight courses (24 semester hours) from the core requirements will be offered in hybrid classes, with approximately 50 to 67 percent of each core course being face-to-face and approximately 33 percent being online. The other ten hours of credit will be delivered online through UNA's existing MBA online program.

**Strength of the Existing Program:** The program is delivered on campus in Florence, online, and in Asia. Headcount enrollment on the main campus averaged 246 students over the period academic years 2007-08 through 2010-11. The online program had 227 active students in the spring 2012 semester. According to the proposal, completions for the program averaged 276

over the period 2006-07 through 2010-11. These completions include on campus, online, and Asia.

**Adequate Student Demand:** UNA and ATSU conducted a joint survey of undergraduate business majors at ATSU during the fall 2011 semester. A total of 391 students completed the survey. Approximately 67 percent (263) indicated that they would be interested in the program. Based on the survey results, an average of 37 students are expected to enroll, beginning 2013, over the next five years, and an average of 31 are projected to graduate in the period 2014 through 2017.

**Need for Program:** The program will serve non-traditional students, working adults who need access to online and hybrid courses that are convenient for them in order to continue their education. An MBA program in such a format is currently not available to them in the north Alabama region, according to the proposal. In the student demand survey, 83 percent of the respondents indicate a preference for hybrid courses as opposed to face-to-face instruction.

**Effect on the Existing Program:** UNA plans to offer three courses in the fall, three in the spring, and two in the summer. Program officials anticipate that there will be no negative impact to the existing program. Faculty resources will be realigned to cover the small increase in the total number of courses offered each semester.

**Resources:** According to UNA officials, students completing the MBA in a blended format will have access to all services offered by the University from campus. The following resources are made available at a distance:

- 1) The University of North Alabama virtual library.

The University sponsors an MBA program that is entirely online and virtual library resources have proven more than sufficient. Students participating from the Athens site will have access to the virtual library in the same manner as do online MBA students. In addition, these students will be able to use the Athens State University Library as needed.

- 2) Advising.

UNA currently advises online MBA students from the main campus via the internet and phone. Students at the Athens site will have the same access. In addition, the MBA includes a required one credit course (EMB 601 - MBA Orientation, Skills and Outcomes) required during the first two months of enrollment, that includes significant program advising. Additional advising needs in the tightly

structured, 34 credit graduate program, targeted to working professionals, has proven to be minimal.

3) Career Counseling.

The MBA - Executive Option includes a required one credit course (EMB - 680 - Career Counseling and Professional Development), developed by professional staff in the University's Office of Career Services and Professional Development. In addition, distance students have access to career services from the main campus. The program, targeted primarily to fully employed, mid-career professionals has found that career services are typically not utilized heavily by this cohort of students.

Students completing the program at the Athens site have all the rights, privileges and access to services as do students on the main campus. The only services that are typically not used by distance students (and no fees collected) are the student activity fee for on campus recreational programs, and the student health service fee.

**Admission and Program Completion Requirements:**

Admission and program completion requirements will be the same as those for the program offered on the UNA campus.

**Budgetary Impact: None.**

Faculty and resources are considered adequate for the off-campus program.

**Letter of Support:** The proposal included the required letter of support from the president of Athens State University. The letter is required because the site is not within UNA's off-campus service area.

**Public Review:** The proposal was posted on the Commission website from April 9 until April 29 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for a new off-campus programs at Athens State University. Available upon request.
2. Letter from Robert K. Glenn, president, Athens State University, dated April 2, 2012. Available upon request.
3. "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.

Alabama Commission on Higher Education

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

**SITE INFORMATION**

**Institution:** University of North Alabama  
**Administrator Responsible for Site**  
**Name & Title:** Dr. John Thornell, VPAA and Provost (UNA)  
**Telephone:** (256) 765-4258  
**Fax:** 256-765-4632  
**E-Mail:** jthornell@una.edu  
**Contact Person at Site If Other Than Administrator Above**  
**Name & Title:** Dr. Linda Shonesy, Dean, College of Business (Athens State Univ)  
**Telephone:** (256) 233-8174  
**Fax:** (256) 233-8151  
**E-Mail:** linda.shonesy@athens.edu  
**Location of Proposed Site:** Athens, AL  
**Facility:** Athens State University, College of Business  
**Street Address:** 300 North Beaty Street  
**City:** Athens, AL 35611  
**When will you begin offering instruction at this site?** \_\_\_\_\_  
 County: Limestone  
 January 2013

Type of Site	Check One:
Non-Exempt	X
<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 Commission recognized off-campus service area.	

*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: *William G. Cook, Jr.*

Date: April 5, 2012





INFORMATION ITEM A: Lurleen B. Wallace Community College, New Exempt Off-Campus Site

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Lurleen B. Wallace Community College (LBW) plans to offer courses at the following new off-campus site beginning in fall 2012:

Church Street Arts Centre, Andalusia, Alabama

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

The proposal was posted on the Commission website from April 9 until April 29 for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at Church Street Arts Centre, Andalusia, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

**ATTACHMENT 1**

*Alabama Commission on Higher Education*

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

<b>SITE INFORMATION</b>
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**Institution:** Lurleen B. Wallace Community College  
**Administrator Responsible for Site**  
**Name & Title:** Peggy Linton, Dean of Instruction  
**Telephone:** (334) 493-5337  
**Fax:** (334) 493-7003  
**E-Mail:** plinton@lbwcc.edu  
**Contact Person at Site If Other Than Administrator Above**  
**Name & Title:**  
**Telephone:**  
**Fax:**  
**E-Mail:**  
**Location of Proposed Site**  
**Facility:** Church Street Arts Centre  
**Street Address:** 420 Church Street  
**City:** Andalusia **County:** Covington  
**When will you begin offering instruction at this site?** Fall 2012

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: *Robert Reed*

Date: *2/23/12*



**INFORMATION ITEM B:** Lurleen B. Wallace Community College, New Off-Campus Program (Short-Term Certificate in Culinary Arts) at Springdale Estate

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

**Staff Recommendation:** For Information Only.

**Proposal:** Lurleen B. Wallace Community College (LBW) plans to offer courses that will lead to a Short-Term Certificate (STC) in Culinary Arts at Springdale Estate beginning in the fall 2012.

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

**Location of the Program:** Lurleen B. Wallace Community College will deliver the Culinary Arts Short-Term Certificate program at Springdale Estate, 521 East Three Notch Street, Andalusia, Alabama (Covington County). The site is located within LBW's service area.

**Relationship to the Commission's Academic Program Inventory:** This new short-term certificate program has never been offered at LBW and is not listed in the Academic Program Inventory.

**Description of the Program:** The STC in Culinary Arts will provide students an opportunity to learn chef training on commercial grade equipment and experience the fast pace environment of the restaurant business.

**Strength of the Existing Program:** This is a new short-term certificate program at LBW and has not been offered on the main campus.

**Adequate Student Demand:**

	Year 1	Year2	Year3	Year 4	Year 5
<b>Projected Full-time Enrollment</b>	7	10	13	13	13
<b>Projected Part-time Enrollment</b>	10	12	12	12	12
<b>Projected Graduation rates</b>	NA	8	9	10	10

**Need for Program:** According LBW officials, the nearest culinary arts program is offered at Trenholm State Technical College, which is approximately 90 miles from the Andalusia main campus.

**Effect on the Existing Program:** According to the proposal, the addition of the STC in Culinary Arts will not affect programs offered on the main campus.

**Resources:** According to LBW officials, the Springdale Estate location facility is being provided free of charge.

**Public Review:** The proposal was posted on the Commission website from April 9 until April 29 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at Springdale Estate, Andalusia, AL, available upon request.
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.

INFORMATION ITEM C: Central Alabama Community College, New Exempt Off-Campus Site

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Central Alabama Community College (CEN) plans to offer courses at the following new off-campus site beginning in summer 2012:

Honda Manufacturing of Alabama, Lincoln, Alabama

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

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

The proposal was posted on the Commission website from April 9 until April 29 for public review and comment. No comments were received.

Supporting Documentation:

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

**ATTACHMENT 1**

*Alabama Commission on Higher Education*

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

<b>SITE INFORMATION</b>
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**Institution:** Central Alabama Community College  
**Administrator Responsible for Site**  
**Name & Title:** Sherie Fleming, Associate Dean of Instruction & IE  
**Telephone:** 256-378-2021  
**Fax:** 256-378-2097  
**E-Mail:** sfleming@cacc.edu  
**Contact Person at Site If Other Than Administrator Above**  
**Name & Title:**  
**Telephone:**  
**Fax:**  
**E-Mail:**  
**Location of Proposed Site**  
**Facility:** Honda Manufacturing of Alabama  
**Street Address:** 4608 Highway 78  
**City:** Lincoln **County:** Talladega  
**When will you begin offering instruction at this site?** Summer 2012

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.	X
<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: February 22, 2012





<u>INFORMATION ITEM D:</u>	<u>The University of South Alabama, New Exempt Off-Campus Site</u>
<u>Staff Presenter:</u>	Ms. Ellen E. Haulman Director of Instruction and Special Projects
<u>Staff Recommendation:</u>	For information only.
<u>Proposal:</u>	The University of South Alabama plans to offer courses at the following new off-campus site beginning in fall 2012:  Alabama Southern Community College, Monroeville
<u>Discussion:</u>	An official with USA 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 USA is exempt from Commission approval by policy because the proposed site is located within the Commission designated service area for USA.  The course list was developed after an extensive need and demand assessment done in collaboration with administrators at Alabama Southern Community College. The proposal was posted on the Commission website from May 1 until May 20 for public review and comment.
<u>Supporting Documentation:</u>	<ol style="list-style-type: none"><li>1. Proposal for New Off-Campus Site at Alabama Southern Community College, attached.</li><li>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.</li></ol>

**Appendix I**

*Alabama Commission on Higher Education*

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

<b>SITE INFORMATION</b>
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**Institution: University of South Alabama**  
**Administrator Responsible for Site**  
**Name & Title: Dr. Joan Exline**  
**Telephone: 251-460-6447**  
**Fax: 251-460-6447**  
**E-Mail: jexline@usouthal.edu**  
**Contact Person at Site If Other Than Administrator Above**  
**Name & Title:**  
**Telephone:**  
**Fax:**  
**E-Mail:**  
**Location of Proposed Site**  
**Facility: Alabama Southern Community College**  
**Street Address: PO Box 2000**  
**City: Monroeville, AL**  
**When will you begin offering instruction at this site?**

**County: Monroe**  
 Fall 2012

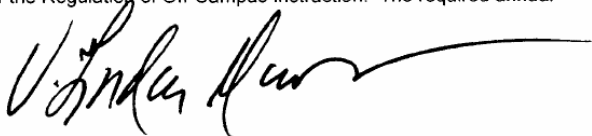
Type of Site	Check One:
<b>Non-Exempt</b>	
<b>Exempt from Review by Statute</b>	
Fall 1978 registration exceeded 500.	
University operated site prior to 1960.	
Site located on military reservation.	
Business & industry site where employees only are enrolled.	
<b>Exempt from Review by Commission Policy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

*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: 4/27/12



**INFORMATION ITEM E:** Jacksonville State University, Establishment of the Center for Applied Forensics

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

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

According to information submitted by JSU, the center will be used to coordinate training, research and service activities related to applied forensics through the Department of Criminal Justice and affiliated with the university's Institute for Research and Collaboration.

Supporting Documentation:

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

**INFORMATION ITEM F:** Jacksonville State University, Addition of an Education Specialist Program in Library Media (P-12), CIP 13.0501

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

**Staff Recommendation:** For information only.

**Background:** Jacksonville State University (JSU) has provided documentation of the State Board of Education approval of a Class AA certificate in Library Media (P-12). An academic program, Library Media (P-12), CIP 13.0501, will be added to the Commission's Academic Program Inventory in accordance with Commission guidelines for such programs.

According to Commission policy, new teacher certification programs approved by the State Board of Education are exempt from Commission review but are required to be submitted to the Commission as information items. If implementation of the certificate requires the addition an academic program to the Commission's Academic Program Inventory, the new academic program is subject to the typical Commission review and approval.

Education Specialist (EdS) programs are exceptions to the typical procedure. Commission guidelines provide that new EdS programs may be added to the Academic Program Inventory by information item, if documentation is provided that they are implemented in conjunction with the State Board of Education approved sixth-year AA teacher certification programs.

New EdS programs must be submitted to the Commission by information item prior to implementation.

**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:** The University of South Alabama, Change in the Name of the School of Computer and Information Sciences to the School of Computing

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

**Staff Recommendation:** For information only.

**Background:** The University of South Alabama (USA) Board of Trustees has approved the change in the name of the School of Computer and Information Sciences to the School of Computing.

Administrative changes at the department level, such as establishing a new department, combining two or more departments, or dividing a department into two or more departments, do not require Commission approval, but must be reported to the Commission by information item prior to implementation. A school is a more prominent unit than a department. However, since this change only affects the unit name, Commission approval is not required.

**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 H: The University of North Alabama, Change in the Name of the College of Education to the College of Education and Human Sciences

Staff Presenter: Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The University of North Alabama (UNA) Board of Trustees has approved the change in the name of the College of Education to the College of Education and Human Sciences.

Administrative changes at the department level, such as establishing a new department, combining two or more departments, or dividing a department into two or more departments, do not require Commission approval, but must be reported to the Commission by information item prior to implementation. A school is a more prominent unit than a department. However, since this change only affects the unit name, Commission approval is not required.

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 I:** Jefferson State Community College, New Off-Campus Programs Transfer AA (CIP 24.0101) and Transfer AS (CIP 24.0102) at the Chilton-Clanton Center

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

**Staff Recommendation:** For information only.

**Proposal:** Jefferson State Community College (JSC) plans to offer courses that will lead to the transfer Associate of Arts (AA) (CIP 24.0101) Associate in Science (AS) (CIP 24.0102) at JSC's Chilton-Clanton Center beginning in the fall of 2012.

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

**Location of the Program:** Jefferson State Community College will deliver the transfer AA and AS programs at the Chilton-Clanton Center, 1850 Lay Dam Road, Clanton, Alabama (Chilton County). The site is located within JSC's service area.

**Relationship to the Commission's Academic Program Inventory:** JSC currently has the transfer AA (CIP 24.0101) and transfer AS (CIP 24.0102) in the Commission's Academic Program Inventory.

**Description of the Program:** The proposed off-campus programs will prepare students to transfer to baccalaureate-granting institutions.

**Strength of the Existing Program:** The transfer AA and AS are among the oldest and strongest of JSC's programs. JSC's total fall enrollment grew from a headcount of 7628 in 2006 to 9700 in 2010 (27 percent). Over the same five year period, the transfer enrollment grew from 3149 students to 4635 students, an increase of 47 percent.

**Adequate Student Demand:** According to information provided by JSC, the Chilton-Clanton Center opened in fall semester 2008 with a headcount enrollment of 85. In fall 2011, the headcount enrollment was 584. A total of 333 of those enrolled in fall 2011 listed the transfer program as their goal.

**Need for Program:** The transfer programs will serve the growing population of Chilton County at an existing off-campus center. Chilton County has a population of over 43,000 with a growth rate of 10 percent, compared to a rate of 7.5 percent for the state.

**Effect on the Existing Program:** The off-campus programs should have no negative impact on the on-campus programs. Information supplied by JSC stated that excellent facilities are available and adequate faculty are in place. The general



education faculty hired to support the Nursing program at the Chilton – Clanton Center will support the transfer programs as well.

**Resources:** Faculty and resources are considered adequate for the off-campus programs. Tuition and fees will be used to cover any unanticipated needs.

**Admission and Program Completion Requirements:**

Admission and program requirements are identical at all sites.

**Public Review:** The proposal was posted on the Commission website from April 9 until April 29 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at Chilton-Clanton Center, Clanton, AL. Available upon request.
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.

**INFORMATION ITEM J:** Jefferson State Community College, New Off-Campus Programs Transfer AA (CIP 24.0101) and Transfer AS (CIP 24.0102) at the St. Clair – Pell City Center

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

**Staff Recommendation:** For information only.

**Proposal:** Jefferson State Community College (JSC) plans to offer courses that will lead to the transfer Associate of Arts (AA) (CIP 24.0101) Associate in Science (AS) (CIP 24.0102) at JSC's St. Clair – Pell City Center, beginning in the fall of 2012.

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

**Location of the Program:** Jefferson State Community College will deliver the transfer AA and AS programs at the St. Clair – Pell City Center, which is located at 500 College Circle, Pell City. The site is located within JSC's service area.

**Relationship to the Commission's Academic Program Inventory:** JSC currently has the transfer AA (CIP 24.0101) and transfer AS (CIP 24.0102) in the Commission's Academic Program Inventory.

**Description of the Program:** The proposed off-campus programs will prepare students to transfer to baccalaureate-granting institutions.

**Strength of the Existing Program:** The transfer AA and AS are among the oldest and strongest of JSC's programs. JSC's total fall enrollment grew from a headcount of 7628 in 2006 to 9700 in 2010 (27 percent). Over the same five year period, the transfer enrollment grew from 3149 students to 4635 students, an increase of 47 percent.

**Adequate Student Demand:** According to information provided by JSC, the St. Clair – Pell City Center opened in fall semester 2004 with a headcount enrollment of 75. In fall 2011, the headcount enrollment was 650. A total of 350 of those enrolled in fall 2011 listed the transfer program as their goal.

**Need for Program:** The transfer programs will serve the growing population of St. Clair County at an existing off-campus center. St. Clair County has a population of over 83,000 with a growth rate of 29 percent, compared to a rate of 7.5 percent for the state.

**Effect on the Existing Program:** The off-campus programs should have no negative impact on the on-campus programs. Information supplied by JSC stated that excellent facilities are available and adequate faculty are in place. The general

education faculty hired to support the Nursing program at the St. Clair – Pell City center will support the transfer programs as well.

**Resources:** Faculty and resources are considered adequate for the off-campus programs. Tuition and fees will be used to cover any unanticipated needs.

**Admission and Program Completion Requirements:**  
Admission and program requirements are identical at all sites.

**Public Review:** The proposal was posted on the Commission website from April 9 until April 29 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at St. Clair – Pell City Center, Pell City, AL. Available upon request.
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.

**INFORMATION ITEM K:** Jefferson State Community College, New Off-Campus Program (Associate in Applied Science in Manufacturing and Technology) at an Existing Site (St. Clair-Pell City Center)

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

**Staff Recommendation:** For Information Only.

**Proposal:** Jefferson State Community College (JSC) plans to offer courses that will lead to an Associate in Applied Science (AAS) in Manufacturing and Technology at Jefferson State Community College's St. Clair-Pell City Center beginning in the fall 2012.

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

**Location of the Program:** Jefferson State Community College will deliver the Manufacturing and Technology program at the Pell City Center, 500 College Circle, Pell City, Alabama (St. Clair County). The site is located within JSC's service area.

**Relationship to the Commission's Academic Program Inventory:** JSC currently has the Associate in Applied Science in Manufacturing and Technology at CIP 15.0000 in the Commission's Academic Program Inventory.

**Description of the Program:** The proposed off-campus program will help prepare students to earn an AAS in Manufacturing and Technology.

**Strength of the Existing Program:** Since the fall of 2006, a total of 559 students have enrolled in the existing manufacturing and technology program. A total of 172 degrees have been awarded between 2006-2007 and 2009-10 for the program.

**Adequate Student Demand:** According to information in the proposal, enrollment for the St. Clair-Pell City Center has increased from 410 students in the fall of 2007, to 650 students in the fall of 2011.

**Need for Program:** In addition to the student demands, the industrial community through the St. Clair County Economic Development Council has been working with JSC to provide industrial training for the county.

**Effect on the Existing Program:** According to the proposal, expansion of the Manufacturing and Technology program should have no negative impact on the campus program.

**Resources:** According to JSC, no new resources will be required to support the program.

**Admission and Program Completion Requirements:** The admission and completion requirements for the Manufacturing and Technology program are the same for all JSC campuses.

**Public Review:** The proposal was posted on the Commission website from April 9 until April 29 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at St. Clair-Pell City Center, St. Clair, 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.

INFORMATION ITEM L: 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 program listed.

Troy University:

Adult Education, MS – CIP 13.1201

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 M:** 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:

The University of South Alabama

Post-Master's Certificate in Mental Health Counseling

The proposed certificate program consists of 5 courses (15 credit hours) selected from a list of courses approved by an adviser. The purpose of this certificate program is to allow MS or MEd graduates to be able to come back and take additional coursework (not already taken for the degree program) when applying for a license as a professional counselor in Alabama.

Pre-Baccalaureate Certificate in Sport Coaching

The proposed certificate program consists of 21 credit hours with 12 credit hours specifically required and 9 credit hours of electives. The certificate is intended to give students with coaching aspirations coursework in coaching theory, sport behavior, basic athletic injury care, and coaching strategies.

Graduate Certificate in English for Speakers of Other Languages

The proposed graduate certificate consists of 15 credit hours. This certificate will allow individuals to function as liaisons with those speaking other languages in the community.

Troy University

Pre-Baccalaureate Certificate in Cyber Security

This program is designed to provide an opportunity to complete a certificate of study of 21 hours in the field of Cyber Security.

The University of West Alabama

Pre-Baccalaureate Certificate in Advanced Emergency  
Medical Technician Basic

The proposed certificate program will consist of 10 semester hours. Upon successful completion of the certificate program, students may sit for the National Registry of Emergency Medical Technicians Advance EMT examination.

Pre-Baccalaureate Certificate in Emergency Medical  
Responder

This certificate program will require 3 semester hours to complete. Upon successful completion, students may sit for the National Registry of Emergency Medical Technicians Emergency Medical Responder examination.

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

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

**Staff Recommendation:** For information only.

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

**Gadsden State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Entrepreneurship	52.0799

**Lurleen B. Wallace Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Culinary Arts	12.0503

**Northwest-Shoals Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Phlebotomy	51.0801
Medical Office Transcription	51.0801
Medical Billing and Coding Option	51.0801

**Wallace State Community College (Hanceville)**

<u>Field of Study</u>	<u>CIP Code</u>
Commercial Pilot Helicopter Certification	49.0102
Certified Flight Instructor	49.0102
Commercial Pilot Airplane Certification	49.0102
Instrument Pilot Airplane Rating	49.0102
Private Pilot Helicopter Certification	49.0102
Private Pilot Airplane Certification	49.0102

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

**Supporting Documentation:**

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

2. Written unpublished documentation provided by the Alabama Department of Postsecondary Education. Available upon request.

INFORMATION ITEM O: Changes to the Academic Program Inventory

Staff Presenter: Ms. 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.

The University of North Alabama	11.0101	Computer Science, <i>Bachelor of Arts (BA)</i>
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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.

The University of Alabama at Birmingham	51.3102	<del>Clinical Nutrition</del> <u>Nutrition Sciences, MS</u>
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The University of North Alabama	11.0101	Computer Science, <i>Bachelor of Science in Computer Science</i> <del>(BS)</del> <u>(BSCS)</u>
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Note: "Strike Outs" indicate original CIP code, program title, or degree nomenclature and "Underlines" indicate changes.

C. Programs Placed on Inactive Status

In accordance with Commission policy, the following program inventory entry is placed on inactive status as of June 8, 2012. The institution may reinstate this program to active status within five years of June 8, 2012, 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.

The University of Alabama at Birmingham	13.1001	Special Education, BSEd
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# Institutions of Higher Education

