

Alabama Commission on Higher Education

RSA Union Building, 100 North Union Street, Room 782

Montgomery, AL 36104

Office: 334-242-1998

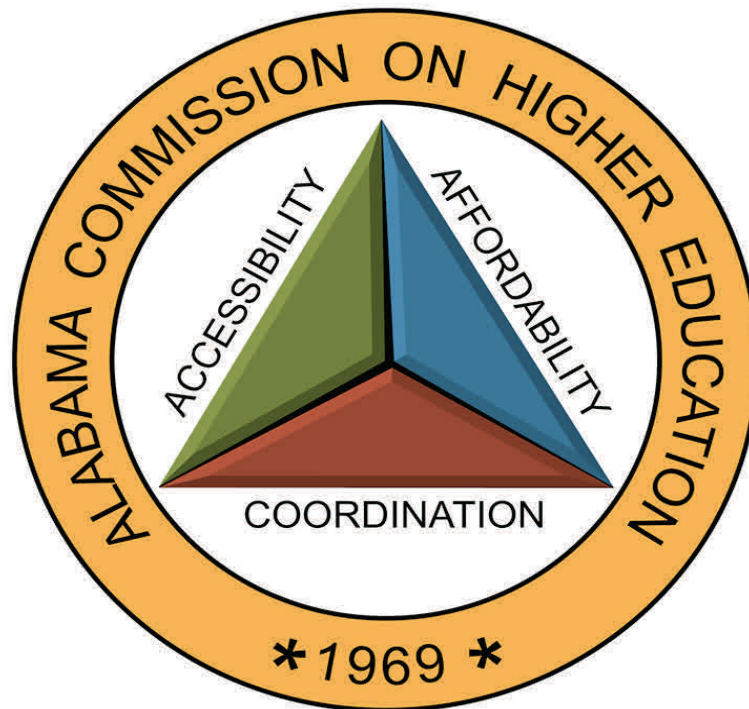
Fax: 334-242-0268

Website: www.ache.alabama.gov

COMMISSION MEETING

June 14, 2013

10:00 a.m.



**Public Service Commission Hearing Room
RSA Union Building, 9th Floor
100 North Union Street
Montgomery, Alabama 36104**

Alabama Commission on Higher Education Committee Structure

Executive Committee

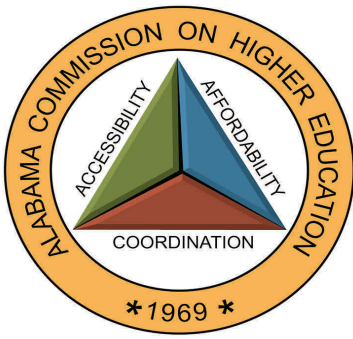
*Jeff Coleman, Chair
Drew Linn, Vice-chair
Sydney Raine
Larry Hughes*

Instructional Affairs Committee

*Sydney Raine, Chair
Karen Calametti
Drew Linn
William Powell
Patricia McGriff
Charles Sanders*

Finance Committee

*Larry Hughes, Chair
Charles Ball
Drew Linn
Darius Foster
Missy Smith*



AGENDA

ALABAMA COMMISSION ON HIGHER EDUCATION

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

June 14, 2013
10:00 a.m.

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ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING

March 15, 2013

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, March 15, 2013 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Coleman called the meeting to order at 10:00 a.m.

Commissioner Coleman welcomed presidents, institutional representatives, and guests.

II. Roll Call of Members and Determination of Quorum

Members present: Jeff Coleman, Charles Ball, William Powell, Karen Calametti, Phillip Dotts, Missy Smith, Charles Sanders, Andrew Linn, Patricia McGriff, and Larry Hughes. A quorum was determined by roll call of members present.

III. Approval of Agenda

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

IV. Consideration of Minutes of December 7, 2012

RESOLVED: Commissioner Calametti moved for approval of the December 7, 2012 minutes. Commissioner Hughes seconded. Motion carried. The minutes were approved.

V. Chairman's Report

Commissioner Coleman announced the confirmation of Commissioner Ed Sanders.

He reported that since the December, 2012 meeting, ACHE's legislative agenda has been put forth and in motion. He was pleased to report that the NRI legislation has passed committee and has a good chance for final passage. He stated that the Commission is committed to its mission of access, affordability, and coordination in order to ensure that what's being put forth in Alabama is of the highest quality.

He commented on sequestration and the effects that the federal budget has on the state budget, the overall economy of the United States, and retirement funds.

He conveyed his excitement regarding the College and Career Ready Task Force initiated by Executive Order from Governor Bentley. Dr. Fitch represents higher education on the twenty-four (24) member task force. He stated that the task force resembles the PK-20 initiative concept and he is happy to see collaboration in making education better for the citizens of Alabama.

Commissioner Coleman mentioned the health care he received from a recent injury. He acknowledged that he does not take for granted the health professionals who are trained at Alabama institutions and he is grateful to be a part of the process that assists our institutions in providing a service to Alabama citizens.

In concluding his report, Commissioner Coleman read the following items from his life handbook:

1. Make time to pray.
2. Drink plenty of water.
3. Eat breakfast like a king, lunch like a prince, and dinner like a beggar.
4. Eat more foods that grow on trees and plants and eat less in manufactured.
5. Live the 3 e's: energy, enthusiasm, and empathy.
6. Play more games.
7. Read more books than you did last year.
8. Sit in silence for at least 10 minutes a day.
9. Sleep at least 7 hours a day.
10. Take a 10 to 30 minute walk. Smile while you're walking.
11. Don't compare your life to others. You have no idea what their journey is all about.
12. Don't have negative thoughts of things you cannot control. Instead invest your energy in the positive, present moment.
13. Don't overdo it. Keep to your limits.
14. Don't take yourself so seriously. No one else does.
15. Don't waste your precious energy on gossip.
16. Dream more while you are awake.
17. Envy is a waste of time. You already have all you need.
18. Forget issues of the past. Don't remind your partner of his or her mistakes of the past. That will ruin your present happiness.
19. Life is too short to waste time hating anyone. Don't hate others.
20. Make peace with your past so it will not spoil the present.
21. No one is in charge of your happiness except you.
22. Realize that life is a school. You are here to learn. Problems are simply a part of the curriculum that appear and fade away like algebra class. The lessons you learn will last a lifetime.
23. Smile and laugh more.
24. You don't have time to win every argument. Agree to disagree.
25. Call your family often.
26. Each day give something good to others.
27. Forgive everyone for everything.

28. Spend time with people over 70 and under 6.
29. Try to give at least 3 people a smile each day.
30. What other people think of you is none of your business.
31. Your job will take care of you when you are sick. Your friends will stay in touch.
32. Do the right thing.
33. Get rid of anything that's not useful, beautiful, or joyful.
34. God heals everything.
35. However good or bad a situation is it will change.
36. No matter how you feel, get up, dress up, and show up.
37. The best is yet to come.
38. When you awake alive in the morning, thank God for it.
39. Your innermost is always happy so be happy.

Congratulations were extended to Commissioner Drew Linn for being named Truck Dealer of the Year.

A Certificate of Appreciation was presented to Mr. Walter Hutcheson for twenty-eight (28) years of service to the Commission. He will be retiring on April 30, 2013. A copy of the Certificate will become a part of the official minutes of the Alabama Commission on Higher Education.

Commissioner Coleman encouraged those present to view the data available on the ACHE website posted by Mr. Hutcheson and his staff. Dr. Fitch commented that Diane Sherman, Wanda Rowe, and Subrena Simpkins assist in coordinating the data along with working directly with the institutions. He stated that the Association of Governing Boards and the Bill and Melinda Gates Foundation has identified the ACHE data base as one of the best systems in the United States.

VI. Executive Director's Report

Dr. Fitch announced that the Fall 2012 Institutional Student Profiles are now available on the ACHE website. A copy of the publication is attached and was distributed to Commissioners. He explained that the Profiles identify enrollment patterns, the number of degrees granted in the top ten areas of study, and the area of need is punctuated in the document.

He informed the Commission that the ACHE Instructional Affairs Committee will be meeting to examine ways to abbreviate the program application process. He also reported that the ACHE Finance Committee met to review budget changes and recommendations to the ACHE Standard.

VII. Discussion Items

A. NCLB Presentation: UAB “Alabama Hands-On Activity Science Program” (ALAHASP)

Dr. Conely reported that the 2012-2013 NCLB Project Directory will be completed and posted on the ACHE website within the next few days. A copy of the Directory will be mailed to Commissioners.

He then introduced Ms. Joan Dawson, one of the founders of the ALAHASP program and co-director, Ms. Beverly Radford. The program prepares teachers to teach science by having students participate with hands-on activities.

Ms. Dawson and Ms. Bradford gave a power point presentation outlining some components of the program and its effects on teachers and students. A copy is attached. The “Private Eye” (5x looking/thinking by analogy) was used by Commissioners as a hands-on demonstration.

B. Review of the ACHE Standard Calculation Process

Ms. Susan Cagle reported that the Commission staff has begun the process to make changes to the ACHE Standard Calculation. The revisions have been presented to the ACHE Finance Committee and approved to go forward.

She explained that the main objectives are to 1) make the calculation easier to understand; 2) lessen reporting requirements; 3) be more responsive to economic changes and state and institutional needs; and 4) eliminate redundancy. The proposed revisions were shared with institutional representatives on March 8, 2013. The institutions were asked to have their responses to the revisions to ACHE staff by the end of March. Ms. Cagle stated that other meetings may be held to allow staff to answer any questions from the institutions.

University of Alabama System officials requested that the deadline for responding to revisions be extended to April 8, 2013. After some discussion, Commission members agreed to extend the deadline to April 8, 2013.

Commissioner Hughes applauded the efforts of the ACHE staff and thanked the institutions for paying close attention to a process that has been ignored in the past.

VIII. Decision Items

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

1. Alabama A&M University, Bachelor of Arts in Cultural Studies (CIP 05.0299)

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 Smith seconded. Motion carried.

2. Auburn University, Bachelor of Science in Business Analytics (CIP 52.1301)

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

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

3. Troy University, Bachelor of Science in Exercise Science (CIP 31.0505)

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

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

4. Troy University, Bachelor of Arts in Spanish (CIP 16.0905)

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

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

5. University of Alabama at Birmingham, Bachelor of Science in Public Health (CIP 51.2201)

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

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

6. Alabama State University, Doctor of Philosophy in Educational Leadership, Policy, and Law (CIP 13.0401)

Ms. Ellen Haulman 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.

7. University of Alabama, Doctor of Juridical Science (JSD) in Juridical Science (CIP 22.0203)

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 Sanders seconded. Motion carried.

8. University of South Alabama, Doctor of Education in Educational Leadership (CIP 13.0401)

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 Dotts seconded. Motion carried.

B. 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. Drake State Technical College, Associate in Applied Science (AAS)/Certificate in Industrial Maintenance Technology (CIP 47.0303)

Ms. Ellen Haulman 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.

C. Extensions/Alterations of Existing Programs and Units of Instruction (Policies and Procedures Manual, Tab 7, Guidelines for Review of Extensions & Alterations of Existing Programs)

1. Drake State Technical College, Addition of a Certificate in Automotive Service Technology to the Existing AAS in Automotive Service Technology (CIP 15.0803)

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 Calametti seconded. Motion carried.

2. Lawson State Community College, Addition of a Certificate in Automotive Technology to the Existing AAS in Automotive Technology (CIP 15.0803)

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

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

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3. Northwest-Shoals Community College, Addition of Primary/Secondary Specialty Area Combinations to the Existing Associate in Occupational Technologies Program

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

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

4. Auburn University, Addition of a Music Education Instrumental & Vocal Option to the Existing BMEd in Music Education (CIP 13.1312)

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

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

5. Auburn University, Addition of an Option in Nutrition and Wellness to the Existing BS in Nutrition (CIP 30.1901)

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 Powell seconded. Motion carried.

6. Troy University, Addition of a Concentration in Financial Economics to the BSBA in Economics (Troy) (CIP 52.0601)

Ms. Ellen Haulman 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.

7. Troy University, Consolidation of Five Existing Baccalaureate Programs into the Bachelor of Science in Business Administration (BSBA) in Global Business (CIP 52.0201)

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

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

8. University of West Alabama, Addition of an Option in Family Counseling to the Existing MSCE in Adult and Continuing Education (CIP 13.1201)

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 Ball seconded. Motion carried.

9. Troy University, Establishment of the School of Hospitality, Sport and Tourism Management

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 Calametti seconded. Motion carried.

10. Troy University, Establishment of the School of Science and Technology

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

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

D. 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 (MAEd in Elementary Education) at Athens State University

Ms. Ellen Haulman 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 Calametti seconded. Motion carried.

IX. Information Items

RESOLVED: Commissioner Ball moved to accept Information Items A through J. Commissioner Powell seconded. Motion carried.

A. Jacksonville State University, Addition of Class AA Teaching Certificate in Teacher Leader (P-12) to the EdS in General Education (CIP 13.0101)

B. Jacksonville State University, Change in the Name of the Lurleen B. Wallace College of Nursing & Health Sciences to the Lurleen B. Wallace College of Nursing

C. University of South Alabama and Spring Hill College, Dual Degree Programs Related to Engineering

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- D. University of Alabama and the University of West Alabama, Dual Degree Program in Sociology and Social Work
- E. University of West Alabama, Addition of EdS Programs in Early Childhood (P-3), Collaborative Special Education (K-6 and 6-12), Teacher Leader, and Instructional Leadership
- F. Implementation of Distance Education Programs
- G. Implementation of Non-Degree Programs at Senior Institutions
- H. Implementation of New Short Certificate Programs (Less than 30 Semester Hours)
- I. Summary of Post-Implementation Reports
- J. Changes to the Academic Program Inventory

IX. Adjournment

The meeting was adjourned at 11:32 a.m. The next meeting of the Commission is scheduled for June 14, 2013.

Jeff Coleman, Chairman

Sworn to and subscribed before
me this the ____ day of _____
2013.

Gregory G. Fitch, Executive Director

Notary Public

DECISION ITEM A: Personnel: Extension of Executive Director's Employment Contract

EXECUTIVE SUMMARY

Reason for Action: The employment contract of Executive Director Gregory G. Fitch, Ph.D. expires on June 30, 2013.

DECISION ITEM A: Personnel: Extension of Executive Director's Employment Contract

Presenter: Commissioner Jeff Coleman
Chairman

Recommendation: That the employment contract of Executive Director Gregory G. Fitch, Ph.D. be extended for one calendar year with provisions provided for two additional one calendar year extensions.

Background: The contract of Executive Director Gregory G. Fitch, Ph.D. expires on June 30, 2013.

Supporting Documentation:

1. Addendum, attached.
2. Employment Contract Between the Alabama Commission on Higher Education and Dr. Gregory G. Fitch, dated June 18, 2010. Available upon request.

Attachment

ADDENDUM TO
THE EMPLOYMENT CONTRACT BETWEEN
THE ALABAMA COMMISSION ON HIGHER EDUCATION AND
DR. GREGORY G. FITCH SIGNED ON JUNE 18, 2010

1. TERM OF CONTRACT:

The Commission hereby employs the Executive Director and the Executive Director accepts employment with the Commission for the period beginning on July 1, 2010 and ending June 30, 2013, subject to the provisions of this Agreement. This agreement is hereby extend for a period of twelve (12) full calendar months to June 30, 2014, thereafter (the primary term), unless sooner terminated, as provided in Section 8 hereof. The primary term shall be automatically extended for additional successive one (1) year terms (the extended term), for no more than a total of two extended terms, unless either party gives notice to the other party not less than ninety (90) days prior to the expiration of the current term and any extended term that the contract is not going to be extended. In the event of such notice the contract shall expire upon the last day of said current term.

DECISION ITEM B: Revisions to ACHE Standard Calculation

EXECUTIVE SUMMARY

Reason for Action: Section 16-5-9(b) of the Code of Alabama states that "...The Commission ... shall present to each institution and the Governor and legislature, a single unified budget report containing budget recommendations for the separate appropriations to each of the institutions."

The Consolidated Budget Recommendation process used by the Alabama Commission on Higher Education consists of a variety of formulas and procedures for developing a statement of the funding needed to accomplish those tasks assigned to the institutions of higher education which are referred to as the ACHE Standard calculation. ACHE staff have reviewed the current methodology used in the ACHE Standard calculation and are making recommendations for changes.

In proposing these revisions, the main objectives are as follows:

- To make the ACHE Standard Calculation easier to understand/explain;
- To lessen the reporting requirements for the institutions;
- To make it responsive to economic changes that impact higher education;
- To make it more responsive to state and institutional needs;
- To eliminate redundant elements in the ACHE Standard Calculation.

DECISION ITEM B:

Revisions to ACHE Standard Calculation

Staff Presenter:

Ms. Susan J. Cagle
Director of Institutional Finance and Facilities

Staff Recommendation:

That the Commission approves the proposed revisions stated below to the ACHE Standard Calculation process to be used starting with the FY 2014-2015 ACHE Standard Calculation and Consolidated Budget Recommendation:

- 1) Use the most current academic year credit hours only instead of the three-year average currently used.
- 2) Increase the Education weight category (13) to the same as the Business weight category (1).
- 3) Increase the Upper Division Weights by 20%.
- 4) Combine the Departmental Operating Cost portion of the Instructional Multiplier, the Academic Support factor, the General Administration and Student Services factor, the General Institutional Support factor, and the Utilities Cost & Consumption factor into a category called Instructional Related Support. This category will be calculated at 30% of the Instruction category.
- 5) Revise the amounts included for Research and Sponsored Research.
- 6) Revise the amount included for Public Service.
- 7) Technology Support category added.
- 8) Revise the amount included for Facilities Renewal Allowance.
- 9) Change the Tuition Adjustment \$ per credit hour rate from a statewide average to an institutional average.
- 10) Adjust the change for the Agricultural Experiment Station and the Cooperative Extension System from a flat 3% over the previous year's recommendation to one based on the Consumer Price Index.
- 11) Include actual TRS and PEEHIP rate change requirement when available.
- 12) Include off-campus credit hours in the formula calculation.

The Staff, after consultation with the ACHE Finance Committee, further recommends that the Commission encourage the Four-Year Presidents to establish a committee to be charged with developing a higher education funding formula that recognizes the best practices of states with successfully functioning models. Further, the committee should develop a formula that provides incentives for achieving benchmarks appropriate to the currently defined missions of Alabama universities, including student matriculation and persistence, degree attainment in critical areas, student outcomes, weighted credit hour production, as well as measurable research and public service productivity. Upon its completion, the

committee is requested to report its recommendation to the Commission for consideration.

Background:

Section 16-5-9(b) of the Code of Alabama states that "...The Commission ... shall present to each institution and the Governor and legislature, a single unified budget report containing budget recommendations for the separate appropriations to each of the institutions."

The Consolidated Budget Recommendation process used by the Alabama Commission on Higher Education consists of a variety of formulas and procedures for developing a statement of the funding needed to accomplish those tasks assigned to the institutions of higher education which are referred to as the ACHE Standard calculation. ACHE staff have reviewed the current methodology used in the ACHE Standard calculation and are making recommendations for changes to be used beginning with the FY 2014-2015 ACHE Standard calculation.

In proposing these revisions, the main objectives are as follows:

- To make the ACHE Standard Calculation easier to understand/explain;
- To lessen the reporting requirements for the institutions;
- To make it responsive to economic changes that impact higher education;
- To make it more responsive to state and institutional needs;
- To eliminate redundant elements in the ACHE Standard Calculation.

A meeting was held on February 22, 2013 with the ACHE Finance Committee to inform them of the changes that are being proposed. The Committee voted to instruct staff to move forward with the proposed changes to the ACHE Standard calculation as outlined at the meeting.

ACHE staff held a public meeting with institutional representatives on March 8, 2013 to discuss the proposed changes with them. At the meeting the institutions were asked to send any comments about the proposed changes to the Commission by March 31, 2013.

At the March 15, 2013 public Commission meeting ACHE staff presented an item informing the entire Commission that, per the Finance Committee's instructions, we were moving forward with the process and were waiting for comments from the institutions. Per the Commission's direction, the deadline for commenting on the proposed changes to the ACHE Standard calculation was extended from March 31, 2013 until April 8, 2013.

On April 16, 2013 Susan Cagle sent an e-mail to the Commissioners, Presidents, Chancellors, and other institutional representatives with an attachment showing the responses received from the institutions on the proposed changes and the staff responses to the comments.

A meeting of the ACHE Finance Committee was held on May 24, 2013. After discussion the Committee unanimously approved the recommendation stated above.

All of the meetings, except for the March 8, 2013 meeting, were posted both on the Secretary of State's website per the Alabama Open Meeting Act and on the Commission's website. The March 8, 2013 meeting with the institutions was not required to be posted on the Secretary of State's website, but was posted on the Commission's calendar on the ACHE website and was open to any interested parties. In addition, numerous institutional staff members were notified of the March 8th meeting by e-mail. Since the March 8th meeting, Commission staff have responded to numerous inquiries by e-mail and telephone. In addition, Staff met personally with representatives from Troy University and the University of Alabama at Birmingham.

Public Review: The item was posted on the Commission website from April 26 through May 16 (twenty days) for public review and comment. No comments were received.

On April 30, 2013 the House of Representatives passed HR359 which encouraged the Commission to establish a Permanent Committee on University Funding, composed of the presidents of Alabama's four-year public universities or their designees. The committee, according to HR359 is to be chaired by a university president and charged with developing a higher education funding formula that incorporates the best practices of states with successfully functioning models.

The Staff will continue discussions with the institutions on other possible ACHE Standard calculation changes and will update the ACHE Finance Committee and the Commission as appropriate at future Commission meetings.

Supporting Documentation:

1. March 8, 2013 PowerPoint presentation (available upon request).
2. April 16, 2013 Institution responses and Staff responses (available upon request).
3. HR359 (available upon request).

DECISION ITEM C-1: Drake State Technical College, Associate in Applied Science in Business Administration (CIP 52.0201)

EXECUTIVE SUMMARY

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

Program Description and Objective: Currently Drake has the Certificate and AAS in Accounting Technology (CIP 52.0302) and in Office Administration (CIP 52.0401). The proposed program will replace these existing programs.

According to the proposal, the AAS in Business Administration will provide the knowledge and skills necessary to prepare its graduates for a career in business administration or to transfer to a baccalaureate degree program. The program will have the following options: Accounting, General Business Administration, Management, and Office Administration.

Role: The proposed program is within the instructional role recognized for Drake State Technical College (DRA).

Mode of Delivery: The proposal stated that classes will be offered at times and dates convenient to students, and the method of delivery will also be led by student demand. Classes will be offered live, online, and with a hybrid mixture of online and live options. The program also will be offered at an existing off-campus instructional site in downtown Huntsville, if needed because of overflow. Approximately 25 percent of the program will be available through distance education.

Similar Programs: The following two-year colleges have listings at CIP 52.0201: Enterprise State Community College, Business, AAS and Certificate; Calhoun Community College, Business, AAS and Certificate; Central Alabama Community College, Business, AAS; Chattahoochee Valley Community College, Business, AAS; Faulkner State Community College, Business, AAS; Lawson State Community College, Business, AAS; Northeast Alabama Community College, Business, AAS; Wallace State Community College (Selma), Business, AAS; and Wallace Community College (Hanceville), Business, AAS.

Collaboration: The proposal stated that DRA has articulation agreements with area four-year universities, and four-year universities in the area offer baccalaureate programs related to Business Administration.

Resources: It is estimated that no new funds will be needed for the program in the first five years, and a total of \$616,680 will be available through tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The program will replace existing programs in Accounting Technology and Office Administration.
2. The program will provide more flexible options for students than the existing programs.
3. The program will require no additional resources.

DECISION ITEM C-1: Drake State Technical College, Associate in Applied Science in Business Administration (CIP 52.0201)

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

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science (AAS) in Business Administration. The program will have the following options: General Business, Accounting Technology, Office Administration, and Management.

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

The program with options will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, 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 16, 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 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Drake State Technical College 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. Drake State Technical College proposal, submitted March 15, 2013. 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 Drake State Technical College
 PROGRAM AAS in Business Administration (CIP 52.0201)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	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
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$97,200	\$101,520	\$128,700	\$130,500	\$158,760	\$616,680
TOTAL	\$97,200	\$101,520	\$128,700	\$130,500	\$158,760	\$616,680

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	20	20	25	25	30	24
NEW ENROLLMENT HEADCOUNT	20	10	15	15	20	16 5-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	1	5	7	12	15	8

ATTACHMENT 2

**Drake State Technical College
Associate in Applied Science in Business Administration**

CURRICULUM

Associate of Applied Science – Business Administration

Option 1 – Accounting Technology (AAS):

Area I	Written and Oral Communication	6 Credits
ENG 101	English Comp. I	3
ENG 102	English Comp. II	3
Area II	Humanities/Fine Arts	6 Credits
ENG 271	World Literature (required)	3
	Select one Humanities/Fine Arts	3
Area III	Natural Science/Mathematics/Computer Science	10 Credits
MTH 100	Intermediate College Algebra (required)	3
CIS 146	Microcomputer Applications	3
	Select one Natural Science	4
Area IV	History/Social/Behavioral Science	6 Credits
ECO 231	Principles of Macroeconomics	3
ECO 232	Principles of Microeconomics	3
Area V	Core/Technical Concentration	47 Credits
	<i>Required Courses</i>	27
BUS 100	Intro to Business	3
BUS 241	Principles of Accounting I	3
BUS 242	Principles of Accounting II	3
BUS 248	Managerial Accounting	3
BUS 263	Legal and Social Environment of Business	3
BUS 271	Business Statistics I	3
ACT 246	Microcomputer Accounting	3
ACT 249	Payroll Accounting	3
ACT 253	Individual Tax	3
	<i>Electives</i>	18
	Select 18 credit hours from the approved Business Administration elective list.	
	<i>Institutional Requirements</i>	2
ORI 101	Orientation to College	1
WK0107	Workplace Skills Preparation	1
Total Credits		75

Option 2 – Office Administration

Area I	Written and Oral Communication	6 Credits
ENG 101	English Comp. I	3
ENG 102	English Comp. II	3
Area II	Humanities/Fine Arts	6 Credits
	Select Two Humanities/Fine Arts	6
Area III	Natural Science/Mathematics/Computer Science	10 Credits
MTH 100	Intermediate College Algebra (required)	3
CIS 146	Microcomputer Applications	3
	Select one Natural Science	4
Area IV	History/Social/Behavioral Science	3 Credits
	Select one History, Social, or Behavioral Science	3
Area V	Core/Technical Concentration	50 Credits
	<i>Required Courses</i>	42
OAD 103	Intermediate Keyboarding	3
OAD 104	Advanced Keyboarding	3
OAD 125	Word Processing	3
OAD 126	Advanced Word Processing	3
OAD 133	Business Communication I	3
OAD 138	Records and Information Management II	3
OAD 243	Spreadsheets	3
OAD 244	Database	3
BUS 241	Principles of Accounting I	3
BUS 242	Principles of Accounting II	3
OAD 218	Office Procedures	3
BUS 275	Principles of Management	3
BUS 263	Legal and Social Environment	3
OAD 202	Legal Transcription	3
	<i>Electives</i>	6
	Select 6 credit hours from the approved elective list.	
	<i>Institutional Requirements</i>	2
ORI 101	Orientation to College	1
WK0107	Workplace Skills Preparation	1
Total Credits		75

Option 3 – General Business

Area I	Written and Oral Communication	6 Credits
ENG 101	English Comp. I	3
ENG 102	English Comp. II	3
Area II	Humanities/Fine Arts	6 Credits
ENG 271	World Literature (required)	3
	Select one Humanities/Fine Arts	3
Area III	Natural Science/Mathematics/Computer Science	10 Credits
MTH 100	Intermediate College Algebra (required)	3
CIS 146	Microcomputer Applications	3
	Select one Natural Science	4
Area IV	History/Social/Behavioral Science	6 Credits
ECO 231	Principles of Macroeconomics	3
ECO 232	Principles of Microeconomics	3
Area V	Institutional Requirement	47 Credits
	<i>Required Courses</i>	24
BUS 100	Introduction to Business	3
BUS 241	Principles of Accounting I	3
BUS 242	Principles of Accounting II	3
BUS 263	Legal and Social Environment of Business	3
BUS 271	Business Statistics I	3
BUS 275	Principles of Management	3
BUS 276	Human Resources Management	3
OAD 133	Business Communications	3
	<i>Electives</i>	21
	Select 21 credit hours from the approved Business Administration elective list.	
	<i>Institutional Requirements</i>	2
ORI 101	Orientation to College	1
WK0107	Workplace Skills Preparation	1
Total Credits		75

Option 4 – Management

Area I	Written and Oral Communication	6 Credits
ENG 101	English Comp. I	3
ENG 102	English Comp. II	3
Area II	Humanities/Fine Arts	6 Credits
ENG 271	World Literature (required)	3
	Select one Humanities/Fine Arts	3
Area III	Natural Science/Mathematics/Computer Science	10 Credits
MTH 100	Intermediate College Algebra (required)	3
CIS 146	Microcomputer Applications	3
	Select one Natural Science	4
Area IV	History/Social/Behavioral Science	6 Credits
ECO 231	Principles of Macroeconomics	3
ECO 232	Principles of Microeconomics	3
Area V	Core/Technical Concentration	47 Credits
	<i>Required Courses</i>	33
BUS 100	Introduction to Business	3
BUS 186	Elements of Supervision	3
BUS 241	Principles of Accounting I	3
BUS 242	Principles of Accounting II	3
BUS 248	Managerial Accounting	3
BUS 263	Legal and Social Environment of Business	3
BUS 271	Business Statistics I	3
BUS 275	Principles of Management	3
BUS 276	Human Resources Management	3
BUS 279	Small Business Management	3
OAD 133	Business Communications	3
	<i>Electives</i>	12
	Select 12 credit hours from the approved Business Administration elective list.	
	<i>Institutional Requirements</i>	2
ORI 101	Orientation to College	1
WK0107	Workplace Skills Preparation	1
Total Credits		75

DECISION ITEM C-2: Drake State Technical College, Associate in Applied Science and Certificate in Salon and Spa Management (CIP 12.0412)

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 and Objective: The program will replace the existing Cosmetology program. The primary objective of the proposed program will be to provide a program to enable graduates to obtain the knowledge, skills, abilities and certifications/licensure necessary for gainful employment and/or entrepreneurial pursuits in Salon Management. There will be options in Cosmetology and Therapeutic Massage at the associate level. There will be an option in Esthetics at the certificate level.

Role: The proposed program is within the instructional role recognized for Drake State Technical College (DRA).

Programmatic Accreditation/Certification: The program will be approved by the Alabama Board of Cosmetology and the Alabama Board of Massage Therapy. Graduates are required to pass a licensure examination for cosmetology or massage therapy.

Mode of Delivery: According to the proposal, theory courses will be taught live, online, and in hybrid formats, based on student needs. Approximately twenty percent of the program will be available through distance education.

Similar Programs: Currently, only Northeast Alabama Community College has an AAS and Certificate program, "Salon and Spa Management," listed at CIP 12.0412.

Collaboration: According to the proposal, program faculty members will network with faculty of similar programs to exchange best practices and to standardize and improve the curricula.

Resources: It is estimated that no new funds will be needed for the program in the first five years, and a total of \$488,268 will be available through tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The program will replace an existing Certificate program in Cosmetology.
2. In addition to providing instruction in skills related to such areas as cosmetology, therapeutic massage, and esthetics, the program also will provide instruction in business development and encourage students to pursue entrepreneurial opportunities.
3. A survey of 51 current students in cosmetology and barbering indicated the over ninety percent were interested in the proposed program.

DECISION ITEM C-2: Drake State Technical College, Associate in Applied Science and Certificate in Salon and Spa Management (CIP 12.0412)

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

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science (AAS) and Certificate in Salon and Spa Management. The program will have the following options: Cosmetology, Therapeutic Massage, and Esthetics.

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

The program with options will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, 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 12, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 15, 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 the institution provide information on recognition of the program by appropriate state regulatory boards.
5. That the institution report on the passage rate of graduates obtaining licensure related to the proposed program.
6. That information regarding an overall assessment of the program be provided, particularly as related to

objectives and assessment measures stated in the proposal.

Drake State Technical College 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. Drake State Technical College proposal, dated January 31, 2013. 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 Drake State Technical College

PROGRAM AAS and Certificate in Salon Management (CIP 12.0412)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	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
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$77,760	\$81,216	\$97,812	\$99,180	\$132,300	\$488,268
TOTAL	\$77,760	\$81,216	\$97,812	\$99,180	\$132,300	\$488,268

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	16	16	19	19	25	19
NEW ENROLLMENT HEADCOUNT	16	10	10	10	12	12 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	9	15	18	18	15

ATTACHMENT 2

**Drake State Technical College
Associate in Applied Science and Certificate in Salon Management**

Associate of Applied Science – Salon Management

Option – Cosmetology (AAS)

Area I	Written and Oral Communication	6 Credits
ENG 101	English Comp. I	3
ENG 102	English Comp. II	3
Area II	Humanities/Fine Arts	3 Credits
SPH 107	Fundamentals of Public Speaking	3
Area III	Natural Science/Mathematics/Computer Science	10 Credits
MTH 100	Intermediate College Algebra (required)	3
CIS 146	Microcomputer Applications	3
Select one Natural Science		4
Area IV	History/Social/Behavioral Science	3 Credits
PSY 200	General Psychology	3
Area V	Core/Technical Concentration	53 Credits
<i>Required Courses</i>		42
COS 111	Introduction to Cosmetology	3
COS 112	Introduction to Cosmetology Lab	3
COS 113	Theory of Chemical Services	3
COS 114	Chemical Service Lab	3
COS 115	Hair Coloring Theory	3
COS 116	Hair Coloring Lab	3
COS 117	Basic Spa Techniques	3
COS 118	Basic Spa Techniques Lab	3
COS 143	Specialty Hair Preparation Technique	3
COS 144	Hair Shaping and Design	3
COS 123	Cosmetology Salon Practice	3
COS 167	State Board Review	3
ACT 207	Entrepreneurship	3
SAL 133	Salon Management Technology	3
<i>Electives</i>		9
Select 9 credit hours from COS, BAR, and SAL		
<i>Institutional Requirements</i>		2
ORI 101	Orientation to College	1
WK0107	Workplace Skills Preparation	1
Total Credits		75

Option – Therapeutic Massage (AAS)

Area I	Written and Oral Communication	6 Credits
ENG 101	English Comp. I	3
ENG 102	English Comp. II	3
Area II	Humanities/Fine Arts	6 Credits
SPH 107	Fundamentals of Public Speaking	3
Select one Humanities/Fine Arts		3
Area III	Natural Science/Mathematics/Computer Science	10 Credits
MTH 100	Intermediate College Algebra (required)	3
CIS 146	Microcomputer Applications	3
Select one Natural Science		4
Area IV	History/Social/Behavioral Science	3 Credits
PSY 200	General Psychology	3
Area V	Core/Technical Concentration	36 Credits
Required Courses		34
MSG 101	Introduction to Therapeutic Massage	2
MSG 102	Therapeutic Massage Lab I	3
MSG 103	Anatomy & Physiology	3
MSG 104	Musculo-Skeletal and Kinesiology I	3
MSG 105	Therapeutic Massage Supervised Clinical I	2
MSG 201	Therapeutic Massage for Special Populations	2
MSG 202	Therapeutic Massage Lab II	3
MSG 203	Pathology	3
MSG 204	Musculo-Skeletal and Kinesiology II	3
MSG 205	Therapeutic Massage Supervised Clinical II	2
MSG 206	National Certification Exam Review	1
EMS 103	First Aid/CPR	1
ACT 207	Entrepreneurship	3
SAL 133	Salon Management Technology	3
Institutional Requirements		2
ORI 101	Orientation to College	1
WK0107	Workplace Skills Preparation	1
Total Credits		61

Option – Cosmetology - Esthetics (CER)

Area I	Written and Oral Communication	3 Credits
ENG 101	English Comp. I	3
Area II	Humanities/Fine Arts	3 Credits
SPH 107	Fundamentals of Public Speaking	3
Area III	Natural Science/Mathematics/Computer Science	6 Credits
MTH 116	Mathematical Applications	3
CIS 130	Introduction to Information Systems	3
Area V	Core/Technical Concentration	29 Credits
<i>Required Courses</i>		27
COS 127	Esthetics Theory	3
COS 135	Advanced Esthetics Applications	3
COS 163	Facial Treatments	3
COS 164	Facial Machine	3
COS 165	Related Subjects Estheticians	3
COS 168	Bacteriology and Sanitation	3
COS 169	Skin Functions	3
COS 167	State Board Review	3
SAL 133	Salon Management Technology	3
<i>Institutional Requirements</i>		2
ORI 101	Orientation to College	1
WK0107	Workplace Skills Preparation	1
Total Credits		41

DECISION ITEM C-3: Northwest-Shoals Community College, Associate in Applied Science and Certificate in Spa and Salon Management (CIP 12.0412)

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 and Objective: The primary objective of the proposed program will be to provide learning experiences that enable graduates to obtain the skills, knowledge, and abilities necessary for gainful employment in business and industry, including options in Cosmetology, Esthetics, Nail Technology, and Therapeutic Massage. Northwest-Shoals Community College is currently approved to offer a Certificate in Cosmetology, as well as short certificates in other areas. An AAS degree would provide opportunities for advancement for students who consider any of the four options.

The objectives of the AAS/Certificate program in Spa and Salon Management will include the following:

- Provide options in Cosmetology, Esthetics, Nail Technology, and Therapeutic Massage.
- Revise existing certificate programs as necessary based upon input from the advisory committee to ensure continued program relevance to the needs of business and industry.
- Establish multiple career pathways for students that will provide relevance and employment security as well as entrepreneurial opportunities and career development.
- Focus on meeting employer demand for the type of advanced skills needed in today's workforce.

Role: The Certificate program is within the Commission's recognized instructional role of Northwest-Shoals Community College (NWS). NWS also has a recognized role in granting the Associate in Applied Science (AAS) award. The approval of the AAS would extend this role to the Academic Subdivision, "Personal and Culinary Services (CIP 12)."

Programmatic Accreditation/Certification: The proposal stated that the Alabama Board of Cosmetology in conjunction with a national agency administers a licensure examination which contains both a written and practical component to graduates in Cosmetology, Esthetics, and Nail Technology programs. Students in the Therapeutic Massage program will take the licensure exam administered by the Alabama Board of Therapeutic Massage. Eighty-five percent of the Spa and Salon Management students who sit for the licensure exam will pass the exam.

Mode of Delivery: According to the proposal, theory-based courses will be offered through distance education, video teleconference, in hybrid formats, and through traditional instruction. Approximately 35 percent of the program will be available through distance education.

Similar Programs: Currently, only Northeast Alabama Community College has an AAS and Certificate program, "Salon and Spa Management," listed at CIP 12.0412.

Collaboration: According to the proposal, NWS will pursue future collaboration with other two-year colleges in terms of faculty expertise, course and program materials, and addressing needs and challenges that are common to other programs.

Resources: NWS projected that \$1,647,500 in new funds would be needed for the program, and a total of \$2,900,430 would be available from internal reallocation, tuition, and extramural funds.

Resources primarily will be used for renovation of the existing facility to include lecture classrooms and skills labs, and for new equipment for the renovated facility.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program will be built on an existing Certificate program in Cosmetology.
2. The proposed program has community support. The proposal included letters of recommendation from ten area business and education leaders.
3. Enrollment projections for the proposed program were based upon historical data from the past five years and a student interest survey. A survey of 50 area college and high school students who are currently enrolled in, or have expressed interest in enrolling in, a cosmetology or massage therapy program. Over ninety percent expressed interest in the proposed program.

DECISION ITEM C-3: Northwest-Shoals Community College, Associate in Applied Science and Certificate in Spa and Salon Management (CIP 12.0412)

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

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science (AAS) and Certificate in Salon and Spa Management. The program will have the following options: Cosmetology, Therapeutic Massage, Esthetics, and Nail Technology.

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

The program with options will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years will be at least 9, based on the proposal.
2. That the annual average number of graduates for the period 2013-14 through 2017-18 (five-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That the institution provide information on recognition of the program by appropriate state regulatory boards.
5. That the institution report on the passage rate of graduates obtaining licensure related to the proposed program.
6. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Northwest-Shoals Community College 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. Northwest-Shoals Community College proposal, dated March 15, 2013. 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 Northwest-Shoals Community College

PROGRAM AAS and Certificate in Spa and Salon Management (CIP 12.0412)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
FACULTY	\$1,350	\$8,100	\$12,150	\$12,150	\$20,250	\$54,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$1,540,000	\$0	\$0	\$0	\$0	\$1,540,000
EQUIPMENT	\$43,000	\$0	\$0	\$0	\$5,000	\$48,000
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$2,000	\$2,000	\$1,500	\$5,500
TOTAL	\$1,584,350	\$8,100	\$14,150	\$14,150	\$26,750	\$1,647,500

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$1,584,350	\$35,000	\$35,000	\$35,000	\$35,000	\$1,724,350
EXTRAMURAL	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
TUITION	\$119,136	\$238,272	\$238,272	\$265,200	\$265,200	\$1,126,080
TOTAL	\$1,713,486	\$283,272	\$283,272	\$310,200	\$310,200	\$2,900,430

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	25	32	34	40	41	34
NEW ENROLLMENT HEADCOUNT	5	8	10	10	10	9
						5-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	3	7	9	9	12	8

ATTACHMENT 2

**Northwest-Shoals Community College
 Associate in Applied Science and Certificate in Spa and Salon Management**

AAS in Salon and Spa Management

General Education Requirements (All students must complete.)

<i>Area I</i>		
ENG101	English Composition	3
<i>Area II</i>		
SPH107	Fundamentals of Public Speaking (or SPH226)	3
	Humanities & Fine Arts (ART100 or MUS101)	3
<i>Area III</i>		
MTH116	Mathematical Applications	3
CIS146	Microcomputer Applications	3
<i>Area IV</i>		
Elective	HIS201, PSY200, or SOC200	3
Total General Education Requirements		18

Area V

Technical Core

All students must complete.

COS190	Internship in Cosmetology	3
SAL201	Entrepreneurship for the Salon and Spa	3
SAL133	Salon and Spa Management	3
Total Technical Core Requirements		9

Program Options

Students must complete one of the following program options:

Cosmetology Option		36
COS111	Introduction to Cosmetology	3
COS112	Introduction to Cosmetology Lab	3
COS113	Theory of Chemical Services	3
COS114	Chemical Methodology Lab	3
COS115	Hair Coloring Theory	3
COS116	Hair Coloring Lab	3
COS117	Basic Spa Techniques	3
COS118	Basic Spa Techniques Lab	3
COS123	Cosmetology Salon-Practices	3
COS143	Specialty Hair Preparation Techniques	3
COS144	Hair Shaping and Design	3
COS145	Hair Shaping Lab	3
Therapeutic Massage Option		36
MSG101	Introduction to Therapeutic Massage	2
MSG102	Therapeutic Massage Lab	3
MSG103	Anatomy and Physiology	3
MSG104	Musculoskeletal and Kinesiology	3
MSG105	Therapeutic Massage Supervised Clinical I	2
MSG201	Therapeutic Massage Lab I	2
MSG202	Therapeutic Massage Lab II	2

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MSG203	Pathology	3
MSG204	Musculoskeletal and Kinesiology II	3
MSG205	Therapeutic Massage Supervised Clinical II	2
MSG206	National Certification Exam Review	1
EMS103	First Aid/CPR	1
Elective	Select from BUS, COS, HED, SAL, or CIS	9
Esthetics Option		36
COS117	Basic Spa Techniques	3
COS118	Basic Spa Techniques Lab	3
COS127	Esthetics Theory	3
COS134	Advanced Esthetics	3
COS135	Advanced Esthetics Application	3
COS163	Facial Treatments	3
COS164	Facial Machines	3
COS165	Related Subjects Estheticians	3
COS168	Bacteriology and Sanitation	3
COS169	Skin Functions	3
COS181	Special Topics – Esthetics	3
COS167	State Board	3
Nail Technology Option		36
COS148	Nail Care Theory	3
COS149	Nail Art Theory	3
COS150	Manicuring	3
COS151	Nail Care	3
COS152	Nail Care Applications	3
COS153	Nail Art	3
COS154	Nail Art Applications	3
COS181	Special Topics Lab	3
COS166	Skin Care Bacteriology and Sanitation	3
COS167	State Board	3
COS168	Bacteriology and Sanitation	3
COS182	Special Topics	3
		3
		3
TOTAL HOURS REQUIRED FOR AAS DEGREE		63

Certificate in Salon and Spa Management

General Education Requirements. (All students must complete.)

<i>Area I</i>		
ENG101	English Composition	3
<i>Area II</i>		
	No requirement	
<i>Area III</i>		
MTH116	Mathematical Applications	3
<i>Area IV</i>		
	No requirement	
Total General Education Requirements		6

Area V

Technical Core

All students must complete.

COS190	Internship in Cosmetology	3
SAL133	Salon and Spa Management	3
Total Technical Core Requirements		6

Area V

Cosmetology Option		36
COS111	Introduction to Cosmetology	3
COS112	Introduction to Cosmetology Lab	3
COS113	Theory of Chemical Services	3
COS114	Chemical Methodology Lab	3
COS115	Hair Coloring Theory	3
COS116	Hair Coloring Lab	3
COS117	Basic Spa Techniques	3
COS118	Basic Spa Techniques Lab	3
COS123	Cosmetology Salon-Practices	3
COS143	Specialty Hair Preparation Techniques	3
COS144	Hair Shaping and Design	3
COS145	Hair Shaping Lab	3
Esthetics Option		36
COS117	Basic Spa Techniques	3
COS118	Basic Spa Techniques Lab	3
COS127	Esthetics Theory	3
COS134	Advanced Esthetics	3
COS135	Advanced Esthetics Application	3
COS163	Facial Treatments	3
COS164	Facial Machines	3
COS165	Related Subjects Estheticians	3
COS168	Bacteriology and Sanitation	3
COS169	Skin Functions	3
COS181	Special Topics – Esthetics	3
COS167	State Board	3

TOTAL HOURS REQUIRED FOR CERTIFICATE 48

DECISION ITEM C-4: Wallace State Community College (Hanceville), Associate in Applied Science in Engineering Technology (CIP 15.0000)

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 and Objective: The program will provide the opportunity for an associate degree for students having completed short certificates in related areas. It will be designed to provide the training and development of skills for students to become competent in the field of Engineering Technology with emphasis put on mechanical, civil, architectural and/or building management construction. Students graduating and completing the program at the associate degree level will be expected to do the following:

1. Develop an understanding of the facets of engineering and of its relation to society;
2. Maintain high standards of industry and workplace codes, rules, and regulations regarding standards and safety;
3. Demonstrate manual and computer-assisted techniques employed by professional engineers and project managers;
4. Provide drawings with specialized applications, development of views, rendering, 3-D solids, and plotting;
5. Develop an understanding of requirements related to residential and small commercial development and construction;
6. Understand and possess basic knowledge relative to multiple commercial applications including estimating, licensure, and regulations.

The program will have the following five options: Engineering Technology, Mechanical/Civil Engineering Technology, Architectural Engineering Technology, Building Construction Management, and Building Construction.

Role: The proposed program is within the instructional role recognized for Wallace State Community College (Hanceville) (WSH).

Mode of Delivery: The program will be offered on campus only.

Similar Programs: Jefferson State Community College has the following programs listed in the Academic Program Inventory: CIP 15.0000, Manufacturing and Technology, AAS and Certificate; and CIP 15.1001, Construction Management Technology, AAS and Certificate. Northeast Alabama Community College has the Certificate and AAS in Engineering Technology listed at CIP 15.0000.

Accreditation and Licensure: There is no programmatic accreditation or licensure for the program. Some of the existing certificate programs that will articulate into this program have programmatic accreditation and/or licensure requirements. Students can achieve licensure, where required, after completion of the Certificate. There is no requirement that licensure candidates complete the proposed AAS program.

Collaboration: No similar programs exist. Consequently, no collaboration with other institutions is anticipated.

Resources: It is estimated that no new funds will be needed for the program in the first five years, and a total of \$589,950 will be available through tuition.

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Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program will replace a related program in Drafting and Design.
2. The program will provide the opportunity for an associate degree for students having completed short certificates in related areas.

DECISION ITEM C-4: Wallace State Community College (Hanceville),
Associate in Applied Science in Engineering Technology
(CIP 15.0000)

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

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science (AAS) in Engineering Technology. The program will have the following five options: Engineering Technology, Mechanical/Civil Engineering Technology, Architectural Engineering Technology, Building Construction Management, and Building Construction.

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

The program with options will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, 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 12, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Wallace State Community College (Hanceville) (WSH) 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. Wallace State Community College (Hanceville) proposal, submitted March 15, 2013. 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	Wallace State Community College (Hanceville)
PROGRAM	AAS in Engineering Technology (CIP 15.0000)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	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
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$99,360	\$99,360	\$117,990	\$117,990	\$155,250	\$589,950
TOTAL	\$99,360	\$99,360	\$117,990	\$117,990	\$155,250	\$589,950

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	16	16	19	19	25	19
NEW ENROLLMENT HEADCOUNT	16	10	10	10	12	12
DEGREE COMPLETION PROJECTIONS	0	4	7	10	10	4-YEAR AVERAGE 8

Attachment 2

**Wallace State Community College (Hanceville)
Associate in Applied Science in Engineering Technology**

CURRICULUM

General Required Courses	Hrs.
ENG 101 English Composition I	3 hours
ENG 102 English Composition II	3 hours
Elective Natural Science	4 hours
CIS 146 Microcomputer Applications	3 hours
SPH 107 Fundamentals of Public Speaking	3 hours
MTH 100 College Algebra	3 hours
Elective History, Social, & Behavioral Sciences Elective	3 hours
WKO 101 Workplace Skills Development I	1 hours
Total	23 hours
Required Courses	
EGR 100 Engineering Orientation	1 hours
EGR 125 Modern Graphics for Engineers	3 hours
ENT 126 Basic Computer-Aided Drafting	3 hours
ENT 127 Mechanical Drawing	3 hours
ENT 128 Advanced Computer-Aided Drafting	3 hours
ENT 129 Section and Auxiliary Views	3 hours
ENT 214 Advanced AutoCAD CAD	3 hours
ENT 216 Industrial Drawings	3 hours
ENT 217 Machine Design	3 hours
CMT 114 OSHA	1 hours
ENT 215 Architectural Drawing	3 hours
ENT 212 CAD for Electronics	3 hours
<i>Any Electives from the Short Certificate Areas of:</i> Architectural Engineering Technology, Building Construction Management, or Mechanical/Civil Engineering Technology Building Construction	18 hours
Total	50 hours
Total hours	73 hours

AAS with Mechanical/Civil hours as electives

Fall Semester	Hrs.
EGR 100 Engineering Orientation	1 hour
EGR 125 Modern Graphics for Engineers	3 hours
ENT 126 Basic Computer-Aided Drafting	3 hours
ENT 212 CAD for Electronics	3 hours
CMT 114 OSHA	1 hour
CIS 146 Microcomputer Applications	3 hours
WKO 101 Workplace Skills Development I	1 hour
<hr/>	15 hours
Spring Semester	
ENG 101 English Composition I	3 hours
MTH 100 College Algebra	3 hours
ENT 127 Mechanical Drawing	3 hours
ENT 128 Advanced Computer-Aided Drafting	3 hours
ENT 129 Section and Auxiliary Views	3 hours
<hr/>	15 hours
Summer Semester	
ENG 102 English Composition II	3 hours
ENT 216 Industrial Drawings	3 hours
ENT 217 Machine Design	3 hours
MDT 100 Engineering Blueprints	3 hours
<hr/>	12 hours
Fall Semester	
Elective Natural Science	4 hours
SPH 107 Fundamentals of Public Speaking	3 hours
ENT 214 Advanced AutoCAD CAD	3 hours
CDT 223 Civil Engineering Drafting	3 hours
CDT 221 Structural Drafting for Technicians	3 hours
<hr/>	16 hours
Spring Semester	
History, Social, & Behavioral Sciences Elective	3 hours
CDT 205 Fundamentals of Surveying	3 hours
ENT 215 Architectural Drawing	3 hours
MDT 261 HVAC and Pipe Systems Drafting	3 hours
AET 245 Advanced Design	3 hours
<hr/>	15 hours
Total hours for Degree	73 hours

AAS with Architectural Hours as electives

Fall Semester	Hrs.
EGR 100 Engineering Orientation	1 hour
EGR 125 Modern Graphics for Engineers	3 hours
ENT 126 Basic Computer-Aided Drafting	3 hours
ENT 212 CAD for Electronics	3 hours
CMT 114 OSHA	1 hour
CIS 146 Microcomputer Applications	3 hours
WKO 101 Workplace Skills Development I	1 hour
<hr/>	15 hours
Spring Semester	
ENG 101 English Composition I	3 hours
MTH 100 College Algebra	3 hours
ENT 127 Mechanical Drawing	3 hours
ENT 128 Advanced Computer-Aided Drafting	3 hours
ENT 129 Section and Auxiliary Views	3 hours
<hr/>	15 hours
Summer Semester	
ENG 102 English Composition II	3 hours
ENT 215 Architectural Drawing	3 hours
BUC 142 Construction Estimating	3 hours
CMT 102 Blueprint Reading for Construction	3 hours
<hr/>	12 hours
Fall Semester	
Elective Natural Science	4 hours
SPH 107 Fundamentals of Public Speaking	3 hours
ENT 214 Advanced AutoCAD CAD	3 hours
AET 200 Advanced Architectural CAD	3 hours
AET 221 Energy Design of Buildings	3 hours
<hr/>	16 hours
Spring Semester	
History, Social, & Behavioral Sciences Elective	3 hours
BUC 133 Building Codes	3 hours
AET 290 Building information Modeling (BIM)	3 hours
CDT 205 Fundamentals of Surveying	3 hours
AET 245 Advanced Design	3 hours
<hr/>	15 hours
Total hours for Degree	73 hours

AAS with Building Construction Management Hours as electives

Fall Semester	Hrs.
EGR 100 Engineering Orientation	1 hour
EGR 125 Modern Graphics for Engineers	3 hours
ENT 126 Basic Computer-Aided Drafting	3 hours
ENT 212 CAD for Electronics	3 hours
CMT 114 OSHA	1 hour
CIS 146 Microcomputer Applications	3 hours
WKO 101 Workplace Skills Development I	1 hour
<hr/>	
	15 hours
Spring Semester	
ENG 101 English Composition I	3 hours
MTH 100 College Algebra	3 hours
ENT 127 Mechanical Drawing	3 hours
ENT 128 Advanced Computer-Aided Drafting	3 hours
ENT 129 Section and Auxiliary Views	3 hours
<hr/>	
	15 hours
Summer Semester	
ENG 102 English Composition II	3 hours
BUC 150 Homebuilders License Exam Review	3 hours
Or	
BUC 121 Floors and Walls Framing	3 hours
BUC 142 Construction Estimating	3 hours
CMT 102 Blueprint Reading for Construction	3 hours
<hr/>	
	12 hours
Fall Semester	
Elective Natural Science	4 hours
SPH 107 Fundamentals of Public Speaking	3 hours
ENT 214 Advanced AutoCAD CAD	3 hours
BUC 131 Interior and Exterior Finishes	3 hours
AET 221 Energy Design of Buildings	3 hours
<hr/>	
	16 hours
Spring Semester	
History, Social, & Behavioral Sciences Elective	3 hours
BUC 133 Building Codes	3 hours
BUC 110 Basic Construction Tools and Materials	3 hours
CDT 205 Fundamentals of Surveying	3 hours
ENT 215 Architectural Drawing	3 hours
<hr/>	
	15 hours
Total hours for Degree	73 hours

AAS with Building Construction Hours as electives

Fall Semester	Hrs.
EGR 100 Engineering Orientation	1 hour
EGR 125 Modern Graphics for Engineers	3 hours
ENT 126 Basic Computer-Aided Drafting	3 hours
ENT 212 CAD for Electronics	3 hours
CMT 114 OSHA	1 hour
CIS 146 Microcomputer Applications	3 hours
WKO 101 Workplace Skills Development I	1 hour
<hr/>	15 hours
Spring Semester	
ENG 101 English Composition I	3 hours
MTH 100 College Algebra	3 hours
ENT 127 Mechanical Drawing	3 hours
ENT 128 Advanced Computer-Aided Drafting	3 hours
ENT 129 Section and Auxiliary Views	3 hours
<hr/>	15 hours
Summer Semester	
ENG 102 English Composition II	3 hours
BUC 150 Homebuilders License Exam Review	3 hours
Or	
BUC 121 Floors and Walls Framing	3 hours
BUC 170 Framing Lab	3 hours
CMT 102 Blueprint Reading for Construction	3 hours
<hr/>	12 hours
Fall Semester	
Elective Natural Science	4 hours
SPH 107 Fundamentals of Public Speaking	3 hours
BUC 141 On-Grade Concrete Applications	3 hours
Or	
BUC 171 Finishing Lab	3 hours
BUC 131 Interior and Exterior Finishes	3 hours
AET 221 Energy Design of Buildings	3 hours
<hr/>	16 hours
Spring Semester	
History, Social, & Behavioral Sciences Elective	3 hours
BUC 133 Building Codes	3 hours
BUC 110 Basic Construction Tools and Materials	3 hours
CDT 205 Fundamentals of Surveying	3 hours
BUC 164 Decks and Patios	3 hours
<hr/>	15 hours
Total hours for Degree	73 hours

DECISION ITEM C-5: Wallace State Community College (Hanceville), Associate in Applied Science in General Technology (CIP 47.0000)

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 and Objective: The program is designed to expand the credential pathways of career technical certificate students by providing these middle skill job seekers the opportunity to continue and strengthen their education beyond the hands-on training level. The program will combine selected General Education coursework with trade-specific training to enhance academic knowledge and improve research skills, communication skills, science and math concepts, and current economic practices.

Students with Certificates in the following technical areas would be eligible to transfer credits into the program: Cosmetology (CIP 12.0401); Agricultural Production (CIP 01.0301), Automotive Body Repair (CIP 47.0603), Auto Mechanics (CIP 47.0604); Diesel Mechanics (CIP 47.0605); Welding (CIP 48.0508).

Graduates will be expected to do the following:

1. Develop an understanding of a specific career technical field and have achieved a certificate within that discipline.
2. Maintain high industry standards and be knowledgeable of standard workplace safety and codes.
3. Utilize technology to successfully enhance workplace skills.
4. Demonstrate effective use of verbal and non-verbal communication.
5. Perform research related to the technical field and accurately convey information according to workforce expectations.
6. Perform necessary math calculations and understanding of concepts utilized in-field.

Role: The proposed program is within the instructional role recognized for Wallace State Community College (Hanceville) (WSH).

Mode of Delivery: The program will be offered on campus. Up to twenty percent of the program will be available through distance education.

Similar Programs: There are no similar programs in the Academic Program Inventory.

Accreditation and Licensure: There is no programmatic accreditation or licensure for the program. Some of the existing Certificate programs that will articulate into this program have programmatic accreditation and/or licensure requirements. Students can achieve licensure, where required, after completion of the Certificate. There is no requirement that licensure candidates complete the proposed AAS program.

Collaboration: No similar programs exist. The proposal stated that AAS degrees are typically program specific.

Resources: It is estimated that no new funds will be needed for the program in the first five years, and a total of \$3,792,240 will be available through tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. According to the proposal, one reason for the development of the program is the onset of credit-to-clock hour conversions currently in place for federal financial aid recipients. With these conversions, career technical students who do not have the opportunity to obtain a degree “are penalized regarding federal aid available to them.” This program will allow these students to be eligible for federal financial aid as are other degree-seeking students.

DECISION ITEM C-5:

Wallace State Community College (Hanceville),
Associate in Applied Science in General Technology
(CIP 47.0000)

Staff Presenter:

Ms. Ellen E. Haulman
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Associate in Applied Science (AAS) in General Technology.

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, 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 14, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Wallace State Community College (WSH) 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. Wallace State Community College (Hanceville) proposal, submitted March 15, 2013. 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	Wallace State Community College (Hanceville)
PROGRAM	AAS in General Technology (CIP 47.0000)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	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
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$680,400	\$730,944	\$761,904	\$793,440	\$825,552	\$3,792,240
TOTAL	\$680,400	\$730,944	\$761,904	\$793,440	\$825,552	\$3,792,240

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	100	104	108	112	116	108
NEW ENROLLMENT HEADCOUNT	10	12	14	16	18	14 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	10	10	10	10	10

ATTACHMENT 2

**Wallace State Community College (Hanceville)
Associate in Applied Science in General Technology**

CURRICULUM

Area I: Written Composition.....3-6 Credit Hours

ENG 101 Written Composition (3)

Students may choose one of the following courses:

ENG 102 Written Composition II (3)

or ENG 130 Technical Report Writing (3)

Area II: Humanities and Fine Arts.....3-6 Credit Hours

Students may choose one of the following courses:

SPH 106 Fundamentals of Oral Communication (3)

or SPH 107 Fundamentals of Public Speaking (3)

or BUS 215 Business Communication (3)

Humanities or Fine Arts Elective (3)

Humanities and Fine Arts disciplines include but are not limited to: Area/Ethnic Studies, Art, Foreign Language, Music, Philosophy, Ethics, Religious Studies, Speech, Theatre, Literature and Humanities.

Requirements prescribe: A minimum of 9 hrs in Area I and Area II combined which can include 6 hrs in Area I and 3 hrs of Area II (SPH 106, SPH 107 or BUS 215) or 3 hrs in Area I (ENG 101) and 6 hrs in Area II.

Area III: Natural Science and Mathematics.....10 Credit Hours

CIS 146 Microcomputer Applications (3) or CIS Elective (3)

MTH 103 Technical Math (3) or MTH 116 Mathematical Applications (3) or MTH 100 College Algebra (3)

Natural Science Elective with Lab (4)

Natural Sciences disciplines include but are not limited to: Astronomy, Biological Sciences, Chemistry, Geology, Physical Geography, Earth Science, Physics, or Physical Science

Requirements prescribe: A minimum of 3 credit hours in Mathematics (MTH 103, MTH 116 or MTH 100), a computer science course, preferably in data processing, and a natural science course with lab for a minimum of 10 credit hours.

Area IV: History, Social, and Behavioral Sciences.....6 Credit Hours

History, Social or Behavioral Science Electives (6)

History, Social and Behavioral Science disciplines include but are not limited to: History, Anthropology, Economics, Geography, Political Science, Psychology and Sociology

Minimum General Education Requirements.....25 Credit Hours

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, June 14, 2013

Area V: Primary Technical Specialty.....Minimum of 47 Credit Hours

Degree Total Semester Credit Hours.....72 Credit Hours

Semester Credit Hour Range by AAS Award.....60-76 Credit Hours

DECISION ITEM C-6: Troy University, Master of Science in Management (MSM) in Management (CIP 52.0201)

EXECUTIVE SUMMARY

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

Program Objective: The proposal is for a post-baccalaureate master's program. According to the proposal, the objective of the program is to provide a specialized professional program for the student who wants to acquire management and supervisory skills. The curriculum is tailored to meet the needs of individuals with limited business experience and non-business backgrounds or degrees. This program is designed to develop management and leadership capabilities focused on motivating teams and managing people and processes in businesses, non-profit organizations, and communities. Effective communications, ethical leadership, decision-making and a quality, systemic approach to management are emphasized to assist in developing the skills and abilities necessary to manage people and processes and to lead teams.

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

Mode of Delivery: The program will be available face-to-face on the Troy, Dothan, and Montgomery campuses. The complete program also will be available through distance modalities.

Similar Programs: Auburn University has a Master of Science (MS) in Business Administration and Management at CIP 52.0201 in the Commission's Academic Program Inventory. The University of Alabama has a Master of Arts (MA) in Management at the same CIP code.

Collaboration: According to the proposal, there are no plans for collaboration.

Resources: The proposal projected that no new funds will be required for the program in the first five years, and that \$2,957,535 will be available over the same period through tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. Troy University has a long-standing MS in Management program that is restricted to Maxwell Air Force Base and the Gunter annex of Maxwell. As a program intended for the military, it was not subject to Commission review and approval by statute. Approval of the proposed program by the Commission will provide the necessary authorization so that it can be offered at the Troy, Dothan, and Montgomery campuses of Troy University and, upon notification of the Commission, through distance education modalities as well.
2. The program will make use of existing faculty and resources.

DECISION ITEM C-6: Troy University, Master of Science in Management (MSM) in Management (CIP 52.0201)

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

Staff Recommendation: That the Commission approve the proposed Master of Science (MSM) in Management 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 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2013-14, will be at least 35, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 15, 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 progressing in existing 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 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. The Troy University program proposal, received February 14, 2013. 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 Management (MSM) in Management (CIP 52.0201)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	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
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$225,990	\$338,985	\$546,975	\$790,965	\$1,054,620	\$2,957,535
TOTAL	\$225,990	\$338,985	\$546,975	\$790,965	\$1,054,620	\$2,957,535

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	30	55	85	115	140	85
NEW ENROLLMENT HEADCOUNT	35	35	35	35	35	35
DEGREE COMPLETION PROJECTIONS	0	15	15	15	15	15

Attachment 2

Summary of Background Information

Master of Science in Management (MSM) in Management
Troy University

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

Description and Objectives: The proposal is for a post-baccalaureate master's program. Troy University has a long-standing MS in Management program that is restricted to Maxwell Air Force Base and the Gunter annex of Maxwell. The program was originally in the inventory for Troy State University at Montgomery (TSUM) and became part of the Troy University inventory through institutional programmatic consolidation. As a program intended for the military and restricted to a military base, there was no requirement that the program be submitted for Commission review and approval by statute. Approval of the proposed program by the Commission will provide the necessary authorization so that it can be offered at the Troy, Dothan, and Montgomery campuses of Troy University and, upon notification of the Commission in compliance with the distance education policy, through distance education modalities as well.

According to the proposal, the objective of the program is to provide a specialized professional program for the student who wants to acquire management and supervisory skills. The curriculum is tailored to meet the needs of individuals with limited business experience and non-business backgrounds or degrees. This program is designed to develop management and leadership capabilities focused on motivating teams and managing people and processes in businesses, non-profit organizations, and communities. Effective communications, ethical leadership, decision-making and a quality, systemic approach to management are emphasized to assist in developing the skills and abilities necessary to manage people and processes and to lead teams.

Program Learning Objectives: After completing the program the successful student will be able to:

1. Examine leadership theories specific to group/team processes and group dynamics within organizations.
2. Evaluate and integrate aspects of leadership, HR, ethics, and TQM in a case study scenario to demonstrate continuous improvement, critical thinking and analytical and communication competencies that includes various stakeholders in an effective business application.
3. Apply research competency with regard to leadership studies.
4. Evaluate theories, concepts, principles, and practices of organizational leadership.

Assessment: The proposal outlined the following assessment methods:

The Sorrell College of Business at Troy University will use both formative and summative measures of assessment for the MSM degree program. Formative assessment measures student learning along the progression of the students' studies. This will be done via exams and papers assigned to the students in each core and concentration course. Note that in all core courses and in research designated courses a grade of "B" or better is required. Summative assessment measures student progress and achievement of program learning objectives. This will be done via a comprehensive exam given students in the capstone course Leadership Role in Strategic Management in addition to the presentation of at least one case analysis by each student.

In addition, all students will complete a satisfaction survey upon graduation, the employment status of graduates will be monitored over a five year period and an alumni satisfaction survey will be deployed.

Administration: The program will be administered by the Troy Sorrell College of Business, Dr. Judson C. Edwards, dean, and the Department of Graduate Business Programs, Dr. Edward T. Merkel, 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). Four deans participated in the initial review of the proposal. They asked for clarification on the curriculum, the cost of the program, the library assessment, and enrollment projections.

Troy officials provided responses to the comments and questions from the ACGD. The program is built on one that was restricted for delivery only to military reservations; however, the curriculum has been revised and has been greatly simplified. Previously, there were eight concentrations offered in the program. In addition, course offerings have been reduced from 45 to a maximum of 12. The new program design provides for a more effective use of current full-time faculty and offers additional time for research.

The Troy response stated that there are sufficient library collections to support the program. Both the Accreditation Council for Business Schools and Programs (AABSP) and SACS/COC have reviewed the libraries and found them sufficient to support the proposed program.

Concerning enrollment projections, the response stated that the program was a well-established program with broad appeal. However, the response provided revised projections for new student headcount and for completions.

After receiving Troy's responses, four deans participated in the final review of the program. All four recommended that the program be approved.

Accreditation: The program will be accredited by the Accreditation Council for Business Schools and Programs (AABSP), which is the accreditor for other Troy business programs.

Curriculum: The proposed program will be a revision of the MS in Management program that is restricted to Maxwell/Gunter.

Program completion requirements are shown below:

Semester credit hours in major courses:	30
Hours in required support courses:	depends on prerequisites met
Total:	30 (plus prerequisites if necessary)

The following new courses will be developed for the program:

Business Theories and Concepts (taken during the first term with a grade of "B" or better required)	3 semester hours
Theories of Organizational Behavior (research component with a grade of "B" or better required)	3
Leadership Role in Strategic Management (taken during the last term with a grade of "B" or better mandatory, assessment exams must be completed, and at least one case analysis to be presented)	3
Leadership and Human Resources Management	3
Ethical Leadership and Decision-Making (research component with a grade of "B" or better required)	3

Management Information Systems for Leaders	3
Leadership of Innovation and Change	3
Foundations of Leadership and Motivation (research component with a grade of "B" or better required)	3
Total Quality Management	3
Advanced Leadership	3

Collaboration: According to the proposal, there are no plans for collaboration.

Distance Education: The complete program will be available through distance modalities. The program will also be available face-to-face on the Troy, Dothan, and Montgomery campuses.

Admissions: Students selected for unconditional admission to the program must meet the following requirements:

1. Students applying for admission must provide official transcripts from all universities attended.
2. Applicants who have completed a master's or higher degree from a regionally accredited university may be admitted unconditionally. (No graduate admission test scores are required.) Official transcripts from all universities attended must be submitted, to include an official transcript showing completion of a master's or higher degree.
3. A bachelor's degree from a regionally accredited college or university is required. (Students with a baccalaureate degree from an unaccredited or otherwise accredited institution should see Unaccredited or Otherwise Accredited Student Admissions.)
4. Applicants must have achieved at least a 2.5 GPA in all undergraduate work or at least a 3.0 GPA on the last 30 semester hours.
5. Official graduate admission exam results, i.e., GMAT [500 or above] or GRE [1050 or above in verbal and quantitative], or 291 or above on the revised GRE [verbal and quantitative], must be on file (except for applicants with a previous master's or higher degree; see #2 above).
6. A letter of recommendation is required with all applications for the MSM program. The individual's potential for success in the MSM program, his/her professional, managerial or administrative experience, as well as his/her written and oral communication skills must be addressed.

Need: The program is needed to replace the MS in Management that is restricted for delivery to Maxwell AFB and its Gunter annex. The Maxwell/Gunter program has been in existence for several decades but was exempted from Commission review and approval by statute. The Code of Alabama, 16-5-8 (c) states that: "Colleges and universities conducting off-campus offerings on military reservations are exempt from the commission's regulatory review and approval authority for those offerings on the military reservation."

From the earliest years of the Commission's Academic Program Inventory, academic officials with the Troy system have identified the program as one exempt from Commission review and approval. According to the proposal, the program underwent substantial alteration in the late 1990s. This, too, was exempt from Commission review, because of the program's restriction to Maxwell/Gunter.

The proposed program is an extensive revision of the existing program. Furthermore, its approval will authorize Troy to offer the program on Troy campuses away from the military installations. Commission approval also will allow the program to be offered through distance education, in compliance with the Commission's "Policy on Distance Education."

Auburn University has a Master of Science (MS) in Business Administration and Management at CIP 52.0201 in the Commission's Academic Program Inventory. The University of Alabama has a Master of Arts (MA) in Management at the same CIP code.

The proposal included information on projected job openings for graduates. Economic Modeling Specialists International, the US Bureau of Labor Statistics, and O*NET Online were the sources for the projections. The information collected focused on Chief Executives, General and Operations Managers, Sales Managers, Administrative Service Managers, Industrial Production Managers, First-Line Supervisors of Housekeeping and Janitorial Workers, and nine other areas. Locally, projected jobs over the first five years totaled 31,949. The statewide projection over the same period was 480,236.

Student Demand: A survey was distributed to junior and senior business majors enrolled at Troy in the spring 2013 semester to ascertain interest in the program. Over 250 students responded to the survey. Approximately 66 percent were interested or very interested in the program.

Resources:

Faculty:

Current Primary Faculty—

Full-time: 35

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.

Fellowships and Assistantships: No fellowships or assistantships are planned for the program.

Equipment: No additional equipment is necessary.

Facilities: The program will use existing facilities.

Library: The proposal provided information on library resources that are available for the program.

Program Budget: The proposal projected that no new funds will be required for the program in the first five years, and that \$2,957,535 will be available over the same period through tuition.

Attachment 3

**Troy University
Master of Science in Management (MSM) in Management**

Typical curriculum by Semester:

30 hours (possible in one calendar year); all courses are 3 semester hour courses.

Fall:

MSM 66XX 3SH Business Theories and Concepts
MSM 66XX 3SH Theories of Organizational Behavior
MSM 66XX 3SH Leadership and Human Resource Management Practices
MSM 66XX 3SH Ethical Leadership and Decision-making

Spring:

MSM 66XX 3SH Management Information Systems for Leaders
MSM 66XX 3SH Leadership of Innovation and Change
MSM 66XX 3SH Foundations of Leadership and Motivation
MSM 66XX 3SH Total Quality Management

Summer:

MSM 66XX 3SH Advanced Leadership
MSM 66XX Leadership Role in Strategic Management (capstone)

DECISION ITEM C-7: The University of Montevallo, Education Specialist (EdS) in Instructional Technology (CIP 13.0501)

EXECUTIVE SUMMARY

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

Program Objective: The proposed program is primarily intended for P-12 school employees; however, it will cover material that might be applicable for those who coordinate technology training and integration efforts in other organizations. It will focus on the preparation of individuals who possess the advanced knowledge and abilities needed to integrate technology into educational curricula in P-12 school and other settings, as well as to lead organizations in technology coordination, training, and integration efforts. The program is based on the standards and expectations of the International Society for Technology in Education's (ISTE) National Educational Technology Standards for Technology Administrators (NETS-a) and for Technology Coaches, Facilitators, and Specialists (NETS-c).

Role: The program is within the instructional role recognized by the Commission for the University of Montevallo (UM).

Mode of Delivery: The proposed program has been designed for 100 percent delivery through distance education modalities. The program will use both asynchronous and synchronous modes to achieve student-to-student and student-to-professor collaboration. It will not be offered on campus through traditional instruction.

Similar Programs: There are no programs in the Academic Program Inventory at CIP 13.0501 [CIP category "Educational/Instructional Technology"] with the EdS degree nomenclature and the program name, "Instructional Technology." However, there are EdS programs at other institutions listed at that CIP code. Jacksonville State University (JSU) and the University of West Alabama (UWA) have EdS programs in Library Media.

Academic programs leading to the EdS degree typically are added to the Academic Program Inventory by information item. The Commission's "Guidelines for the Review of Extensions and Alterations of Existing Programs" allow for this addition as a non-substantive extension when the EdS program is implemented "in conjunction with the State Board of Education approved sixth-year (AA) teacher certification programs." The program proposed by UM requires Commission approval, because there is not yet an AA certification available for the area.

Collaboration: No collaboration is planned at the EdS level. Program officials have had discussion with the University of Alabama (UA) about the potential of graduates of the program entering related doctoral programs at UA.

Resources: The proposal stated that a total of \$15,000 in new funding is projected to be needed for the program, and \$339,600 will be available through tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received

Rationale for Staff Recommendation:

1. The program will be the only one of its kind in the state.
2. The program is based on the standards and expectations of the International Society for Technology in Education's (ISTE) National Educational Technology Standards for Technology Administrators (NETS-a) and for Technology Coaches, Facilitators, and Specialists (NETS-c).
3. The program will be a fully online program.

DECISION ITEM C-7:

The University of Montevallo, Education Specialist (EdS) in Instructional Technology (CIP 13.0501)

Staff Presenter:

Ms. Ellen E. Haulman
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Education Specialist (EdS) in Instructional Technology with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in May 2014. Based on Commission policy, the proposed program must be implemented by June 14, 2015, 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 2014-15, will be at least 11, based on the proposal.
2. That the annual average number of graduates for the period 2016-17 through 2018-19 (three-year average) will be at least 9, 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, progressing in existing employment, and/or enrolling in a related doctoral program.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

The University of Montevallo (UM) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than June 1, 2019.

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 Montevallo program proposal, received February 21, 2013. 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 Montevallo

PROGRAM Education Specialist (EdS) in Instructional Technology (CIP13.0501)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2014-15	2015-16	2016-17	2017-18	2018-19	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$15,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2014-15	2015-16	2016-17	2017-18	2018-19	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$50,400	\$63,000	\$63,000	\$75,000	\$88,200	\$339,600
TOTAL	\$50,400	\$63,000	\$63,000	\$75,000	\$88,200	\$339,600

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2014-15	2015-16	2016-17	2017-18	2018-19	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	8	18	20	22	26	19
NEW ENROLLMENT HEADCOUNT	8	10	10	12	14	11 3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	8	10	10	9

Attachment 2

Summary of Background Information

Education Specialist (EdS) in Instructional Technology
The University of Montevallo

Role: The program is within the instructional role recognized by the Commission for the University of Montevallo (UM).

Description and Objectives: The proposed program is primarily intended for P-12 school employees; however, it will cover material that might be applicable for those who coordinate technology training and integration efforts in other organizations. It will focus on the preparation of individuals who possess the advanced knowledge and abilities needed to integrate technology into educational curricula in P-12 school and other settings, as well as to lead organizations in technology coordination, training, and integration efforts. The program is based on the standards and expectations of the International Society for Technology in Education's (ISTE) National Educational Technology Standards for Technology Administrators (NETS-a) and for Technology Coaches, Facilitators, and Specialists (NETS-c). There is no AA teacher certification available for this area, and the program will not lead to teacher certification.

According to the proposal, graduates of the program will be prepared to:

1. Inspire and lead in the development and implementation of a shared vision for the comprehensive integration of technology to promote excellence and support transformation throughout an organization.
2. Assist others in using technology effectively for assessing learning, differentiating instruction, and providing rigorous, relevant, and engaging learning experiences.
3. Create, promote, and sustain a dynamic, digital-age learning culture that provides rigorous, relevant, and engaging education that will maximize learning, including the following examples among others provided in the proposal:
 - a. Model and promote frequent and effective use of technology for learning, including classroom management and collaborative learning strategies to maximize teacher and student use of digital tools and resources and access to technology-rich learning environments
 - b. Provide, maintain, and manage a variety of digital tools and resources for instructor and student use in technology-rich learning environments
 - c. Ensure effective practice in the study of technology and its infusion across the curriculum; coach teachers in and model use of online and blended learning, digital content, and collaborative learning networks to support and extend student learning as well as expand opportunities and choices for online professional development for teachers, staff, and administrators
 - d. Select, evaluate, and facilitate the use of adaptive and assistive technologies to support student learning
 - e. Troubleshoot basic software, hardware, and connectivity problems common in digital learning environments.
4. Work alongside others to lead and manage continuous improvement of classrooms, schools, and organizations through effective use of information and technology resources, including the following examples:
 - a. Collaborate to establish metrics, collect and analyze data, interpret results, and share findings to improve staff performance and student learning
 - b. Establish and leverage partnerships for classroom, school, organization, and systemic improvement

- c. Establish and allocate resources to maintain a robust infrastructure for technology including integrated, interoperable technology systems to support management, operations, teaching, and learning.
5. Model and promote digital citizenship, including an understanding of social, ethical, and legal issues and responsibilities related to an evolving digital culture.
6. Promote the continuous professional growth and development of self and others.

The program also will loosely align with the framework of essential skills referenced on the Certified Education Technology Leader (CETL)™ certification exam sponsored by the Consortium of School Networking (COSN). The exam is comprised of questions in the following areas: Leadership & Vision, Strategic Planning, Ethics & Policies, Instructional Focus and Professional Development, Team Building & Staffing, Stakeholder Focus, Information Technology Management, Communication Systems Management, Business Management, and Data Management.

Program Assessment: UM included the following information concerning program assessment in the proposal:

The unit assessment system in the College of Education at the University of Montevallo involves collection and analysis of data in three distinct but closely-related areas:

Area 1: Candidate Performance Data

- Comprised of raw data on candidate knowledge and skills collected through benchmark assignments and tasks throughout the program
- Collected by program faculty, and entered into database by Administrative Assistant for Assessment and Accreditation
- Analyzed by program faculty each January.

Area 2: Program Quality Data

- Comprised of quantitative and qualitative program feedback data (student course evaluation data, mid-program feedback, alumni/employer survey data, dean's advisory council data, enrollment and degree completion data, frequency data for doctoral program application & acceptance, frequency data for CETL exam along with pass rates, etc.)
- Also, includes aggregated data on candidate performance in comparison to our other EdS program
- Collected by dean's office and entered into database by Administrative Assistant for Assessment and Accreditation
- Analyzed by program faculty each January.

Area 3: Unit Operations Data

- Comprised of quantitative and qualitative unit feedback data (overall student and faculty satisfaction with technology, diversity efforts, use of best practices, campus services and support systems, etc.)
- Analyzed by program faculty each January.

All degree programs in the college meet in January to analyze data collected throughout the prior academic year and to create new action plans for the coming year. The articulation of specific outcomes and objectives in the action plans provides evidence of changing faculty expectations for student performance and proposed changes that will improve program quality and unit operations. Annual assessment reports are also submitted each August. The assessment reports provide evidence of progress made toward meeting outcomes and objectives that year.

Annual action plans and assessment reports are kept on file in the college dean's office as well as in the university's Office of Institutional Research, Planning, & Assessment.

Our institutional and college assessment system ensures a continuous cycle of accountability and improvement based on data collected by program faculty and the college.

<i>Candidate Performance Outcomes</i>	<i>Benchmark Assessments & Portfolio</i>
<p><i>Starting in the first course taken in the degree program, candidates will create a digital portfolio that includes assignments in their courses designed to demonstrate advanced knowledge and skills. A scoring rubric will be used to assess each product and a final comprehensive reflection paper will accompany the final submission. The portfolio and scoring rubrics will follow candidates as they progress through each course. Successful completion of all course requirements and a grade of "B" or higher on the benchmark assignment(s) for the course are required for progression to the next course.</i></p>	
<p><i>1. Visionary Leadership Inspire and lead in the development and implementation of a shared vision for the comprehensive integration of technology to promote excellence and support transformational change throughout the instructional environment.</i></p>	<p><i>ED 621 ED 693 ED 648 (elective)</i></p> <p><i>Candidate digital portfolio product(s): School Technology Plan Capstone Action Research Project & Presentation (pass rate \geq85%)</i></p>
<p><i>2. Teaching, Learning, & Assessments Assist others in using technology effectively for assessing learning, differentiating instruction, and providing rigorous, relevant, and engaging learning experiences.</i></p>	<p><i>ED 645 ED 640 (elective)</i></p> <p><i>Candidate digital portfolio product(s): IT Curriculum Integration Plan</i></p>
<p><i>3. Digital Age Learning Culture & Environments Create, promote, and sustain a dynamic, digital-age learning culture that provides rigorous, relevant, and engaging education that maximizes learning.</i></p>	<p><i>ED 610</i></p> <p><i>Candidate digital portfolio product(s): Audit & Assessment of eLearning Environment</i></p>
<p><i>4. Systemic Improvement Work alongside others to lead and manage continuous improvement of the organization through effective use of information and technology resources.</i></p>	<p><i>ED 602 ED 621 ED 693</i></p> <p><i>Candidate digital portfolio product(s): Resource Acquisition Project</i></p>
<p><i>5. Digital Citizenship Model and promote digital citizenship; an understanding of social, ethical, and legal issues and responsibilities related to an evolving digital culture.</i></p>	<p><i>ED 651</i></p> <p><i>Candidate digital portfolio product(s): Self-selected product</i></p>
<p><i>6. Excellence in Professional Practice, Professional Development, & Program Evaluation Promote the continuous professional</i></p>	<p><i>ED 602 ED 691 ED 600 (elective) ED 611 (elective)</i></p>

<i>growth and development of self and others.</i>	ED 670 (elective) Candidate digital portfolio product(s): Professional Development Module Action Research Proposal & Plan Capstone Action Research Project & Presentation (pass rate $\geq 85\%$)
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<i>Quantitative Program Quality Data [Anticipated Outcomes by year]</i>	<i>Year One</i>	<i>Year Two</i>	<i>Year Three</i>	<i>Year Four</i>	<i>Year Five</i>	<i>Totals</i>
<i>Enrollment</i>	8	10	10	12	14	54
<i>Degree Completion</i>			8	10	10	28
<i>Research Paper & Presentation</i>			8/ $\geq 85\%$	10/ $\geq 85\%$	10/ $\geq 85\%$	28/ $\geq 85\%$
<i>Doctoral Program Applications</i>			1	1	2	3
<i>Doctoral Program Acceptances</i>			1	1	2	3
<i>CETL exams and pass rate</i>			2/100%	4/100%	4/100%	10/100%

Administration: The program will be administered by the UM College of Education, Dr. Anna E. McEwan, dean, and the Department of Elementary and Secondary Education, Dr. Glee Whitsett, 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). In the initial review of the proposal, five graduate deans provided critiques of the proposal. The deans requested clarification on the qualifications of the faculty, the focus for the program, whether the EdS is an appropriate degree in corporate/government training organizations, and the employment of graduates.

UM administrators responded to the comments from the ACGD. The proposal was revised to emphasize that the primary purpose of the program would be to prepare P-12 educational professionals. The revision also acknowledged that other institutions offer courses in instructional technology, but that the proposed program would be the only one at the EdS level in the Academic Program Inventory. In response to the ACGD's comments, UM officials also revised the evaluation plan to include the collection of employment data.

After receiving the responses from UM, four of the ACGD participated in the final review of the program. All four recommended approval of the program.

Consultant Input: UM sought input on the proposal from Ms. Donna Williamson, Director of Technology for the Mountain Brook School District. Ms. Williamson has over thirty years' experience in the field of education with the last twenty in the roles of technology specialist, consultant, and director. She is also a leader in the state sub-group of the Consortium of School Networking (COSN) and has worked closely with national leaders to write the Certified Education Technology Leader (CETL™) certification exam.

During the January 2013 meeting with UM education faculty, Ms. Williamson stated that developing a post-master's technology program is "definitely following a national trend." She recommended that the CETL™ exam and the COSN standards be reviewed to serve as background for the new program. Ms. Williamson also stated that the new program should not be so theoretical that it does not address topics such as budgeting, grant-writing, state bid laws,

basic troubleshooting, and basic infrastructure and network knowledge. The program should prepare technology leaders to communicate effectively with external constituents, among other skills.

Accreditation: The proposal stated that there is no specialized accreditation for the program; however, all programs in the College of Education are accredited by the National Council for Accreditation of Teacher Education (NCATE).

Curriculum: The program will build on the curricular focus of the existing master's degrees in education for instructional leaders, as well as for classroom teachers in elementary, secondary, and P-12 settings.

Program completion requirements are shown below:

Semester credit hours in major courses:	21 (including 6 elective hours)
Hours in required support courses:	6
Credit hours for capstone course/project:	3
Total:	30

New courses are indicated by notation in the curriculum below:

Proposed Prefix/Number	Proposed Title	Credit Hours
MAJOR COURSES		
ED 601 (new)	Applied Instructional Design	3
ED 602 (new)	Technology Training, Coaching & Mentoring	3
ED 610 (new)	Distance Education & eLearning	3
ED 621 (new)	Leadership & Infrastructure/Resource Management	3
ED 651 (new)	Seminar in Instructional Technology	3
ELECTIVES (<i>choose two 3-hr courses</i>)		
ED 611 (new)	Developing Instructional Media (ED 601 pre-req)	3
ED 670 (new)	Digital Learners in the 21 st Century	3
GSD 600 (new)	Game-Based Learning	3
EDL 640	Curriculum Problems & Issues in Instr. Leadership	3
EDL 648	Leadership for Equity and Social Justice	3
REQUIRED SUPPORT COURSES		
EDL 691	Research & Planning for School Improvement	3
EDL 645	Data-driven Models for Curriculum & Development	3
CAPSTONE COURSE		
ED 693 (new)	IT Research & Practicum	3
TOTAL HOURS		30

Collaboration: No collaboration is planned at the EdS level. Program officials have had discussion with the University of Alabama (UA) about the potential of graduates of the program entering related doctoral programs at UA.

Distance Education: In 2010, UM was approved by the Southern Association of Colleges and Schools (SACS) to offer online programs. The SACS review determined that UM has an adequate learning management system, along with sufficient expertise, training, and technical support to deliver quality distance/online degree programs. The proposal stated that program officials anticipate that the program will be delivered 100 percent online. The program will use both asynchronous and synchronous modes to achieve student-to-student and student-to-professor collaboration.

Admissions: Students selected for the program must have a master's degree from a regionally accredited institution, at least three years of successful teaching/training experience and a passing score on a Technology proficiency portfolio. Candidates must also earn at least a B in a prerequisite technology course (ED 528 or 529).

Need: There are no programs in the Academic Program Inventory at CIP 13.0501 [CIP category "Educational/Instructional Technology] with the EdS degree nomenclature and the program name, "Instructional Technology." There are programs at other institutions listed at that CIP code, however. Jacksonville State University (JSU) and the University of West Alabama (UWA) have EdS programs in Library Media.

A recent study conducted by the Public Broadcasting System indicated that more than two-thirds (68 percent) of teachers expressed a desire for more classroom technology and this percentage is even greater in low-income schools (75 percent). The field of technology is defining and shaping curriculum and instruction in many educational settings.

[PBS Teacher Technology Usage Survey, prepared by VeraQuest Inc., January 15-20, 2013. <http://www.infodocket.com/com/2013/02/04/survey-looks-at-technology-usage-by-teachers-in-the-classroom/>]

According to information submitted by UM, all 133 school districts in the state of Alabama have at least one person who works in the central office as technology coordinator or director. In most districts this person also supervises other staff members. In Shelby County, UM's home county, the central office staff includes the technology coordinator, a technology services supervisor, a technology instructional specialist, three technology resources teachers (who serve forty schools among them), a help desk coordinator, a web manager, and a secretary/purchasing manager.

The proposal stated that most of the 1,563 schools in the state employ one or more individuals who have responsibilities for technology, whether or not they have a related title. In many schools, a library media specialist or a teacher is given additional duties to cover technology matters. The proposed program will benefit the educator who serves formally or informally as the "go-to" person for technology support.

Currently, there is not an approved AA teacher certification in Instructional Technology. UM administrators stated that a certification is likely to be developed in the future. Even without the certification being available, the proposed program will benefit graduates both by the study of the program content and by the fact that graduates will receive a higher salary based on the EdS degree level.

Student Demand: UM surveyed eleven school district technology directors and received responses from six. Also, eleven school district professional development coordinators were all surveyed and two responded. All superintendents in the state were surveyed, and eighteen sent responses. Finally, 407 current master's degree students at UM were surveyed, and a total of 136 submitted responses.

The proposal included copies of the survey for school administrators and the student survey. The school administrator survey revealed that 63 percent of the 26 respondents said the degree would "greatly benefit" the district, although only one of the administrators stated that the degree or one similar to it is required for a technology position.

The survey of master's students indicated that 26 of the 136 respondents were interested in the EdS in Educational Technology, and 68 percent were interested in fully online delivery of the program.

Resources:

Faculty:

Current Primary Faculty—

Full-time: 3

Part-time: 0

Support Faculty—

Full-time: 4

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.

Fellowships and Assistantships: No fellowships or assistantships are planned for the program.

Equipment: No additional equipment is necessary. An existing campus learning management system, Canvas, will be used to deliver the online program.

Facilities: The program will make use of an existing podcasting studio for faculty members to record lectures and presentations. No additional facilities or renovations are needed.

Library: The proposal included a detailed analysis of library resources to support the program. The report provided information on the availability of monographs, multimedia education resources, electronic databases, and journals. All of the library's databases are accessible off-campus through a proxy authentication service with UM identification numbers. Related to periodical publications, UM compares favorably with a sample of institutions with master's/EdS programs similar to the one proposed.

Program Budget: The proposal stated that a total of \$15,000 in new funding is projected to be needed for the program, and \$339,600 will be available through tuition.

Attachment 3

**The University of Montevallo
 Education Specialist (EdS) in Instructional Technology (CIP 13.0501)
 Proposed Program by Semester**

Candidates can complete the 30-hour program in five to seven terms depending on when they begin and the number of courses taken per semester.

Sample Completion Plan for Beginning in SUMMER	Sample Completion Plan for Beginning in FALL	Sample Completion Plan for Beginning in SPRING
Summer ED 528 or 529* (for admission) ED 601 Applied Instr. Design		
Fall ED 602 Training, Coaching Elective	Fall ED 528 or 529* (for admission) ED 601 Applied Instr. Design	
Spring ED 610 Distance Ed & eLearning ED 621 Leadership, Resource Management	Spring ED 610 Distance Ed & eLearning ED 621 Leadership, Resource Management	Spring Elective
Summer EDL 645 Data-driven C&I Models Elective	Summer EDL 645 Data-driven C&I Models Elective	Summer ED 528 or 529* (for admission) ED 601 Applied Instr. Design
Fall EDL 691 Research Planning ED 651 Seminar in IT	Fall EDL 691 Research Planning ED 602 Training, Coaching	Fall ED 602 Training, Coaching ED 651 Seminar in IT
Spring ED 693 Research & Practicum	Spring ED 693 Research & Practicum	Spring ED 610 Distance Ed & eLearning ED 621 Leadership, Resource Management
	Summer Elective	Summer EDL 645 Data-driven C&I Models Elective
	Fall ED 651 Seminar in IT	Fall EDL 691 Research Planning
		Spring ED 693 Research & Practicum

Fall offerings: ED 601 Applied Instr. Design ED 602 Training, Coaching ED 651 Seminar in IT EDL 691 Research Planning	Spring offerings: ED 610 Distance Ed & eLearning ED 621 Leadership, Resource Management ED 693 Research & Practicum Elective Course	Summer: ED 601 Applied Instr. Design EDL 645 Data-driven C&I Models Elective Course
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* Prerequisite technology courses.

DECISION ITEM C-8: The University of West Alabama, Master of Business Administration (MBA) in Business Administration (CIP 52.0201)

EXECUTIVE SUMMARY

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

Program Objective: The proposed program would be a post baccalaureate master's degree program. The program would require the successful completion of 36 semester hours of credit. The program would include two concentrations: General Business and Finance.

Role: The University of West Alabama is recognized by the Commission as having a master's/education specialist instructional role. The approval of this program would extend that role to the academic subdivision grouping, "Business."

Mode of Delivery: The program is intended to be a residential program only. Online technologies, such as Blackboard, will be used within the residential courses to enhance efficiency and learning.

Similar Programs: The following institutions have MBA programs in the Commission's Academic Program Inventory: Auburn University at Montgomery (Business and Management, General, CIP 52.0101); Auburn University, Jacksonville State University, Troy University, the University of Alabama, the University of Alabama at Birmingham, the University of Alabama in Huntsville, and the University of North Alabama (Business Administration, CIP 52.0201); and Alabama A&M University and the University of South Alabama (Business Management and Administration, CIP 52.0201).

Collaboration: According to the proposal, there are no plans for collaboration, although UWA is receptive to collaborative opportunities in the future.

Resources: The proposal projected that \$540,000 in new funds will be required for the program in the first five years, and that \$777,600 will be available over the same period through tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The program will provide the opportunity for MBA study for students in the UWA's region of the state.
2. UWA has existing collaborative arrangements with universities in China, whose students will pursue the degree program on the UWA campus.

DECISION ITEM C-8:

The University of West Alabama, Master of Business Administration (MBA) in Business Administration (CIP 52.0201)

Staff Presenter:

Ms. Ellen E. Haulman
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed MBA in Business Administration. The program will have the following concentrations: General Business and Finance.

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

The program with concentrations will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2013-14, will be at least 11, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 5, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or progressing in existing employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

The University of West Alabama 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. The University of West Alabama program proposal, received February 22, 2013. 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 West Alabama

PROGRAM MBA in Business Administration (CIP 52.0201)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
FACULTY	\$83,200	\$113,200	\$113,200	\$113,200	\$113,200	\$536,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$2,000	\$2,000	\$0	\$0	\$0	\$4,000
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$85,200	\$115,200	\$113,200	\$113,200	\$113,200	\$540,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$97,200	\$129,600	\$162,000	\$194,400	\$194,400	\$777,600
TOTAL	\$97,200	\$129,600	\$162,000	\$194,400	\$194,400	\$777,600

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	8	14	17	18	18	15
NEW ENROLLMENT HEADCOUNT	8	10	12	12	12	11 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	4	5	6	6	5

Attachment 2

Summary of Background Information

Master of Business Administration (MBA) in Business Administration
The University of West Alabama

Role: The University of West Alabama is recognized by the Commission as having a master's/education specialist instructional role. The approval of this program would extend that role to the academic subdivision grouping, "Business."

Description and Objectives: The proposed program would be a post baccalaureate master's degree program. The program would require the successful completion of 36 semester hours of credit. The program would include two concentrations: General Business and Finance.

Students completing the requirements of the program will be able to:

- Demonstrate understanding of the fundamental business principles and functions and the relationship of business organizations to individuals, government, and society (business knowledge);
- Demonstrate knowledge and skill appropriate to the business major (major area knowledge);
- Demonstrate the ability to express ideas clearly, logically, and persuasively in oral and written communications, with written communication being of publishable quality (oral and written communications);
- Illustrate an understanding of leadership styles, traits, and behaviors; demonstrate understanding of individual and group dynamics including team building and collaborative behaviors in the accomplishment of tasks; and demonstrate the ability to collaborate with others within team constructs to solve complex business problems (leadership and team skills);
- Analyze legal and ethical issues; demonstrate an understanding of comparative legal and justice systems globally; synthesize appropriate proposals for practical business solutions to ethical issues (ethical behavior; international and global perspective);
- Distinguish the components of business situations both domestically and internationally; differentiate among alternative business solutions; critique causes and potential outcomes of selected options (critical thinking; international and global perspective);
- Analyze complex, unstructured, structured, and semi-structured qualitative and quantitative problems, using appropriate tools and technology (analytical and quantitative skills);
- Demonstrate competency in the use of contemporary information technology in business practices, functions, decision making processes, and to support quantitative decisions (use of IT);
- Demonstrate an understanding of research methods and research design (analytical and quantitative skills; critical thinking);
- Demonstrate the capacity to conduct independent research, analyze data, generate findings, draw conclusions, and present recommendations (analytical and quantitative skills; written communications; critical thinking);
- Demonstrate an understanding of resource allocation and optimization; quantitative data processing methods; economic and financial analysis methods that quantitatively influence organizational decisions strategically, tactically, and operationally; and operations research quantitative methods that facilitate resource optimization within business settings (analytical and quantitative skills; critical thinking).

Assessment: According to the proposal, student learning outcomes will be assessed through the following:

Comprehensive Examination – All MBA students not taking the project option must satisfactorily pass a comprehensive examination during the last semester of enrollment.

CAPSIM competition – Students experiencing the business policy courses will compete in the CAPSIM competition via the simulation of leading and managing a simulated corporation. CAPSIM provides a benchmark resource that facilitates the rankings of UWA teams versus the performances of other teams nationally.

Project Oral Defense – All students that complete a project must present and orally defend their research.

Major Field Test – All students must complete the Major Field Test as a requirement of graduation. Mandating the Major Field Test will allow UWA to measure the performance of its MBA students over time.

Exit Interview – MBA students will participate in an exit interview to gather data regarding their learning experience. This data will be used to increase program improvement through time.

Follow-Up -- Maintaining contact with program graduates will facilitate the solicitation of feedback that may be used to improve the program through time. Contact with program graduates may be accomplished via the UWA Alumni Office and Career Services Office.

Administration: The program will be administered by the UWA College of Business, Dr. Ken Tucker, dean.

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). Three deans participated in the initial review of the proposal. One dean stated that data regarding job prospects in the proposal were from several years ago and likely did not reflect current need for MBA graduates. Another dean questioned whether the faculty, even with two new faculty members, would be adequate in number to teach in the MBA program and in the undergraduate business program.

UWA provided a response to the initial review, including a revision to the program proposal. The revision included most recently compiled data concerning the job prospects for MBA graduates. TOPMBA, one of the best MBA career service providers according to the proposal, has reported that demand for the MBA degree in emerging economies is growing faster than the worldwide average. Among them, the Asian market is the most dynamic region of the world [<http://www.topmba.com/articles/news-and-features/global-surge-in-employer-demand-mbas>]. UWA has collaborative arrangements with several Chinese universities and is exploring collaboration with some European institutions as well.

UWA also provided information from the most recent projections of the US Bureau of Labor Statistics. According to these projections, demand and growth for graduate business programs will continue throughout the remainder of the decade and into the 2020s. Both the federal government and private estimates indicate that opportunities will exist within the labor market for individuals possessing graduate business degrees.

UWA also provided updated data on the faculty. Program growth and enrollment numbers will influence future hiring decisions, which may or may not include the use of adjunct personnel, depending upon need.

After receiving the response from UWA, the ACGD conducted a final review of the proposal. Four deans participated in the final review of the program, and all four voted to recommend approval.

Accreditation: The UWA College of Business is accredited by the Accreditation Council of Business Schools and Programs (ACBSP) to offer baccalaureate programs in business. The MBA program will be included in the ACBSP accreditation process.

Curriculum: The proposed program will have the following requirements:

Semester credit hours in major courses:	18
Hours in support courses	9
Hours in electives	3 or 9, depending on option
Hours for project	0 or 6, depending on option
Total:	36

Completion options: Students may choose a project (6 semester hours) or a comprehensive examination administered during the final semester of enrollment. An oral defense is required for the project option. A passing score on the comprehensive exam is required for graduation. Regardless of completion option, all students must take the Major Field Test.

The following new courses (with semester hour credit) will be developed for the program:

AC 510	Accounting and Financial Analysis (3 semester hours)
FI 511	Behavioral Finance and Organizational Decisions (3)
MK 511	Behavioral Marketing and Advertising (3)
BA 580	Business Intelligence and Analysis (3)
BA 500	Business Seminar (1)
BA 560	Comparative Legal Systems, Regulatory Environments, & Ethics (3)
MK 512	Electronic Branding and Strategy (3)
CS 570	Emerging Technologies and Information Systems (3)
EC 510	Financial and Economic Analysis (3)
BA 501	Foundations of Business I (3)
BA 502	Foundations of Business II (3)
MG 550	International Entrepreneurship (3)
FI 550	International Finance and Capital Markets (3)
BA 507	Independent Study (3)
FI 513	Managerial Finance and Organizational Decisions (3)
MK 513	Marketing and Advertising Strategies (3)
FI 514	Non-Profit Financial Management (3)
MG 515	Operations and Project Management (3)
BQ 575	Operations Research and Quantitative Analysis (3)
BA 600	Project (3)
BQ 572	Research Methods and Design (3)
BA 508	Selected Topics (3)
BQ 571	Statistical Analysis (3)
MG 590	Strategic Management and Business Policy (3)

Collaboration: There are no plans for collaboration with in-state institutions at this time.

Distance Education: The program is intended to be a residential program only. Online technologies, such as Blackboard, will be used within the residential courses to enhance efficiency and learning.

Admissions: The proposal stated that the program will have the following admissions requirements:

Basic Enrollment: Enrollment standards for the program will reflect those of the University at large. Graduation from an accredited college or university with a bachelor's degree with a minimum of 2.75 grade-point average (four-point scale) or graduation from an accredited college or university with a master's degree or higher with a minimum of 3.00 grade-point average (four-point scale) is required for unconditional admission to the School of Graduate Studies at UWA. A student who has an undergraduate grade-point average below 2.75 or a graduate grade-point average below 3.00 will be admitted conditionally and will be allowed to take 12 hours of graduate work. If a grade-point average of 3.00 or higher is achieved in the first 12 hours, regular admission to the graduate program may be granted and these credit hours may apply toward a degree. If a minimum 3.0 grade-point average is not achieved, the student will not be permitted to take additional graduate work and the hours will not apply toward a degree.

A score on the Graduate Management Admission Test (GMAT) is also required for unconditional admission to the School of Graduate Studies. Students should take the GMAT before admission to the School of Graduate Studies. Students may be allowed to begin graduate work prior to submission of a test score with the understanding that no one can take beyond 12 semester hours without completing this requirement. Graduate students who have completed a regionally accredited master's degree program are not required to submit a GMAT score as a requirement for admission to the School of Graduate Studies.

International Students: Applications are welcomed from international students who wish to attend UWA. In addition to meeting the regular admission requirements, foreign applicants whose native language is not English must submit satisfactory scores on the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). International students who have graduated from English-speaking undergraduate schools are exempt from the TOEFL/IELTS requirement....Applicants must also file financial statements confirming the availability of sufficient funds to meet all costs while studying at the University.

Leveling Courses: For students that do not possess the requisite credits or whose undergraduate degrees are not in a business discipline, the following leveling courses are suggested to remove any undergraduate deficiencies before full acceptance into the MBA program occurs:

BA 501 – Foundations of Business I
BA 502 – Foundations of Business II

Note: Only three hours of leveling courses may be used to satisfy the free elective requirements within the program.

Recommended College of Business Admissions:

- Satisfy all UWA institutional graduate admissions criteria.
- Possess an undergraduate degree from a regionally accredited institution.
- Provide at least one letter of recommendation from academic or professional sources.
- Provide a satisfactory GMAT score representing a minimum score of 475.
- Unconditional admission: Undergraduate GPA of 2.75 or higher. GMAT score of 475 or higher.
- Conditional admission: Undergraduate GPA of 2.5 or higher. GMAT score of 425 or higher. Must achieve 3.0 (or higher) GPA for first 9 hours of graduate work to remain in program.

Need: The following institutions have MBA programs in the Commission's Academic Program Inventory: Auburn University at Montgomery (Business and Management, General, CIP 52.0101); Auburn University, Jacksonville State University, Troy University, the University of Alabama, the University of Alabama at Birmingham, the University of Alabama in Huntsville, and the University of North Alabama (Business Administration, CIP 52.0201); and Alabama A&M University and the University of South Alabama (Business Management and Administration, CIP 52.0201).

The proposal stated that the MBA degree program is a common program within almost all graduate colleges of business in Alabama and in other states. The program is expected to serve the needs of UWA's market area. Both students and business and industry in the region have expressed significant interest in an MBA program.

UWA provided information on potential job openings for graduates of the program, based on projections from the US Bureau of Labor Statistics. According to recent projections, demand and growth for graduate business programs will continue throughout the remainder of the decade and into the 2020s. Both the federal government and private estimates indicate that opportunities will exist within the labor market for individuals possessing graduate business degrees.

UWA has collaborative arrangements with several Chinese institutions, by which students complete the final two years of instruction in baccalaureate programs at UWA. There is considerable interest among these students in pursuing the MBA at UWA.

UWA also plans to explore collaboration with two European universities for a global MBA, in which UWA international undergraduates will complete roughly half of their MBA requirements on the UWA campus and half on the campus of the international institution. Because of the uniqueness of the collaboration, the program is not expected to impact programs at other Alabama institutions.

Student Demand: UWA conducted a survey of current Business Administration undergraduates to determine interest in the proposed program. One current notable international partnership is with Guangdong University of Finance (GDUF) in Guangzhou, China, in a dual-degree program. GDUF also provided projections of the number of students expected to enroll in the program.

Resources:

Faculty:

Current Primary Faculty—

Full-time: 9
Part-time: 0

Support Faculty—

Full-time: 0
Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 1
Part-time: 1

Support Faculty—

Full-time: 0
Part-time: 0

The proposal stated that terminal degrees (PhD, ScD, DMgt, JD, DA, or DBA) in a business discipline from a regionally accredited institution would be required for the two new faculty members. Preference will be given to graduates of ACBSP, the Association to Advance Collegiate Schools of Business (AACSB), or the International Assembly for Collegiate Business Education (IACBE) accredited institutions.

Support Staff: No additional support staff will be needed.

Assistantships: There will be no assistantships specifically for students in the proposed program. A small number of graduate assistantships are available to all graduate students on a competitive basis.

Equipment: According to the proposal, no additional equipment is necessary.

Facilities: The program will use existing facilities. There is adequate space to accommodate future growth of the program.

Library: The proposal provided detailed information on library resources that are available for the program. The library has a collection of over 24,000 titles to support study and research in the proposed program. Over 32,000 titles of peer-reviewed journals are available through hardcopy or in full electronic format that support the fields of business, economics, finance, and marketing. In addition, databases provide access to over 88,000,000 full text monographs, papers, proceedings, and conference reports in these fields.

Program Budget: The proposal projected that \$540,000 in new funds will be required for the program in the first five years, and that \$777,600 will be available over the same period through tuition.

Attachment 3

**The University of West Alabama
 Master of Business Administration (MBA) in Business Administration**

General Business Concentration Semester Diagram

Year One

Fall Semester			Spring Semester		
	Title	Credit		Title	Credit
BQ 571	Statistical Analysis.....	3	BQ 572	Research Methods and Design	3
CS 570	Emerging Technologies and Information Systems.....	3	MK 503	Marketing and Advertising Strategies.....	3
AC 510	Accounting and Financial Analysis.....	3	EC 510	Financial and Economic Analysis.....	3
	Total	9		Total	9

Year Two

Fall Semester			Spring Semester		
	Title	Credit		Title	Credit
BA 530	Comparative Legal Systems, Regulatory Environments, and Ethics	3	MG 590	Strategic Management and Business Policy.....	3
BQ 575	Operations Research and Quantitative Analysis.....	3	BA 5XX	Business Electives.....	6
BA 5XX	Business Elective.....	3	BA 600	Project	6
	Total	9		Total	9

A comprehensive examination is required during the final semester unless the student is enrolled in the project option. If a student is enrolled in the project option, then an oral defense is required.

Students may opt to complete a project or six additional hours of electives in the concentration area. It may be advisable for students to complete the project if they are contemplating a doctoral program.

All students must take the Major Field Test during the last year of enrollment.

Finance Concentration Semester Diagram

Year One:

Fall Semester			Spring Semester		
Course	Title	Credit	Course	Title	Credit
BQ 571	Statistical Analysis.....	3	BQ 572	Research Methods and Design	3
CS 570	Emerging Technologies and Information Systems	3	MK 503	Marketing and Advertising Strategies.....	3
AC 510	Accounting and Financial Analysis	3	EC 510	Financial and Economic Analysis.....	3
		Total			Total
		9			9

Year Two:

Fall Semester			Spring Semester		
Course	Title	Credit	Course	Title	Credit
BA 530	Comparative Legal Systems, Regulatory Environments, and Ethics.....	3	MG 590	Strategic Management and Business Policy.....	3
BQ 575	Operations Research and Quantitative Analysis.....	3	FI 5XX	Finance Electives.....	6
FI 5XX	Finance Elective.....	3	BA 600	Project.....	6
		Total			Total
		9			9

A comprehensive examination is required during the final semester unless the student is enrolled in the project option. If a student is enrolled in the project option, then an oral defense is required.

Students may opt to complete a project or six additional hours of electives in the concentration area. It may be advisable for students to complete the project if they are contemplating a doctoral program.

All students must take the Major Field Test during the last year of enrollment.

DECISION ITEM C-9: The University of West Alabama, Master of Science in Experimental Psychology (CIP 42.2704)

EXECUTIVE SUMMARY

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

Program Objective: The proposed program will be a post baccalaureate Master of Science program. The goal of this program is to provide students with a base in statistics, research methods, and psychology theory to prepare them for continuing education or employment within psychology or a closely related field. Students choosing the program may wish to teach at the college level or seek employment where an MS in Experimental Psychology may be the prerequisite.

Role: The University of West Alabama is recognized by the Commission as having a master's/education specialist instructional role. The approval of this program would extend that role to the academic subdivision grouping, "Social and Behavioral Science and History."

Mode of Delivery: The program will be primarily an on-campus program. However, the entire program (100 percent) also will be available through distance delivery.

Similar Programs: Currently, there is no program with the title Experimental Psychology (CIP 42.2704) listed in the Academic Program Inventory. Eight public universities have master's level programs related to the field of Psychology (CIP codes 42.0101, 42.2801, 42.2802, 42.2803, 42.2806).

Collaboration: According to the proposal, there are no plans for collaboration.

Resources: The proposal projected that \$189,329 in new funds will be required for the program in the first five years, and that \$783,000 will be available over the same period through tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The program was developed in response to strong student demand evident in high enrollment in a related existing option and a student interest survey.
2. The program will make use of existing faculty and resources.

DECISION ITEM C-9: The University of West Alabama, Master of Science in Experimental Psychology (CIP 42.2704)

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 Experimental Psychology 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 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2013-14, will be at least 13, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 7, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in admission to related graduate programs.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

The University of West Alabama 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. The University of West Alabama program proposal, received February 22, 2013. 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 West Alabama

PROGRAM Master of Science in Experimental Psychology (CIP 42.2704)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
FACULTY	\$0	\$0	\$60,953	\$62,688	\$62,688	\$186,329
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$3,000	\$0	\$0	\$3,000
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$63,953	\$62,688	\$62,688	\$189,329

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$66,000	\$102,000	\$165,000	\$195,000	\$255,000	\$783,000
TOTAL	\$66,000	\$102,000	\$165,000	\$195,000	\$255,000	\$783,000

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	12	15	25	30	40	24
NEW ENROLLMENT HEADCOUNT	12	7	15	11	18	13 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	4	6	8	10	7

Attachment 2

Summary of Background Information

Master of Science in Experimental Psychology
The University of West Alabama

Role: The University of West Alabama is recognized by the Commission as having a master's/education specialist instructional role. The approval of this program would extend that role to the academic subdivision grouping, "Social and Behavioral Science and History."

Description and Objectives: The proposed program will be a post baccalaureate Master of Science program. The goal of this program is to provide students with a base in statistics, research methods, and psychology theory to prepare them for continuing education or employment within psychology or a closely related field. Students choosing the program may wish to teach at the college level or seek employment where an MS in Experimental Psychology may be the prerequisite. With the selection of electives and the statistics/research base, this degree more consistently aligns with licensing requirements for those students who wish to consider professional licensure or continuation to the doctorate level (compared to existing master's-level programs at the UWA).

The program will incorporate a base in statistics and psychological research methods, provide exploration into theory and applications of the subfields within the discipline, and culminate in a research project thesis. The training and education the students receive will be based on the student learning outcomes listed below:

1. Students will be able to sufficiently synthesize theoretical knowledge within multiple fields of Experimental Psychology.
2. Students will be able to sufficiently synthesize research knowledge within the research methods and applied courses.
3. Students will be able to think critically about concepts within the subfields of Psychology.
4. Students will be able to clearly communicate, express, and discuss concepts throughout the program.
5. Students will show clear understanding of responsible ethics, social issues, and intergroup relations as they relate to the field of Psychology.
6. Students will gain knowledge and understanding of continuing education possibilities and career options.

Assessment: The student learning outcomes will be assessed through course examinations, papers, research projects, presentations, first-year research project, an academic portfolio, the defense of a thesis, and post-graduation employment/continuing education tracking/surveys.

Administration: The program will be administered by the UWA College of Liberal Arts, Dr. Timothy Edwards, dean, and by the Department of Behavioral Sciences (Psychology/Sociology), Dr. Mark D. Davis, 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). Three deans participated during the initial review of the proposal. Primary concerns during the initial review included employment prospects for students, faculty resources, the existence of similar programs in the state, and student demand. One dean suggested that there be a non-thesis option for the program. Another stated that this type of program is being phased out at universities.

UWA provided a detailed response to the comments and concerns from the ACGD. The thesis-oriented program is perceived by UWA officials as better serving the students for research-related employment and continued education. The proposal was modified to reflect thesis options for

human participant experiments, review article research, and existing data analysis research. The explicit addition of non-human participant research options would alleviate some possible issues with the human participants' pool. UWA officials maintained that students with the generalist degree will find jobs in the region around UWA, based on feedback from former graduate students. As the program grows, there may be opportunities for additional specializations within the program that would be tied to particular jobs in the region. Concerning student demand, the majority of the responses came from former and current graduate students, many of whom did not attend UWA as undergraduate students. With the addition of the proposed program, university support and encouragement for faculty-led research will increase.

Following receipt of UWA's responses, five deans participated in the final review. Four deans recommended approval of the program, and one dean recommended disapproval. The dean who voted disapproval expressed the opinion that UWA had not made a convincing argument for the need for the program.

Accreditation: There is no programmatic accreditation available for the program.

Curriculum: The requirements for the proposed program are listed below.

Semester credit hours in major courses:	15
Hours in approved electives	15
Hours for research and thesis	6
Total:	36

The following new courses will be developed for the program:

PY 501 - Statistics and Research Methods I	3 semester hours
PY 502 - Statistics and Research Methods II	3
PY 505 - Professional Development in Psychology	1
PY 510 - Advanced Developmental Psychology	3
PY 540 - Advanced Cognitive Psychology	3
PY 500 - Master's Thesis Research	3
PY 590 - Master's Thesis	1-3

The program will have these other requirements. All students will be required to complete a first-year research project that will be proposed while taking Statistics and Research Methods I (PY 501) and completed during the Statistics and Research Methods II course (PY 502). Students will be required to submit a thesis prospectus by the end of PY 502, under the guidance of the course instructor, faculty advisor, and one other Psychology faculty member. The student will conduct thesis research during Master's Thesis Research (PY 500) and will defend the thesis during PY 590, under the review of the faculty advisor, two other Psychology faculty members, and one faculty member from outside the department.

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

Distance Education: The program will be primarily an on-campus program. However, the entire program (100 percent) also will be available through distance delivery.

Admissions: The following will be the minimum admission requirements for the program:

1. Admission into the UWA School of Graduate Studies.
2. Graduation from an accredited college or university with a bachelor's degree in Psychology or a closely related field with a minimum of 3.0 grade-point average (four-point scale) or graduation from an accredited college or university with a master's degree or higher with a minimum of 3.00 grade-point average (four-point scale) is required.

3. A minimum score of 300 (combined) on the Graduate Record Exam (GRE) (Verbal and Quantitative), and a minimum score of 3 on the writing portion.
4. Application packet that contains the application form, all student transcripts, GRE scores, a Statement of Purpose, and three letters of recommendation.

The proposal stated that an admissions committee will assess applicants' grade point averages (GPA), GRE combined scores, GRE writing scores, Statement of Purpose, letters of recommendation, and other supporting documents. If applicants meet the minimum GPA and GRE requirements, the admissions committee will assess placement by the availability of faculty members to advise the students, research interests, and the strength of the letters of recommendation.

Need: Currently, there is no program with the title Experimental Psychology (CIP 42.0704) listed in the Academic Program Inventory. Eight public universities have master's level programs related to the field of Psychology (CIP codes 42.0101, 42.2801, 42.2802, 42.2803, 42.2806). According to the proposal, the MA program at the University of Alabama is the program with the greatest similarity to the proposed program.

The proposed program is designed particularly to serve students in UWA's region who wish to pursue Psychology doctoral degrees. UWA currently has an option in counseling psychology in the Master of Science in Continuing Education (MSCE) in Adult and Continuing Education (CIP 13.1201). According to the proposal, over 600 students are enrolled in the option. Students who have completed the MSCE with a counseling psychology option have had difficulty in getting into doctoral psychology programs, which are highly competitive in admissions. The proposed program will provide better training in psychological research methods, statistics, and theory. Also, with the option of more elective courses, students will be more in line with licensure.

The proposal included information on projected job openings for graduates. State and national projections were based on US Department of Labor, Bureau of Labor Statistics data. Local projections were based on survey results. Locally, a total of 100 new jobs related to the program are projected over the first five years. The projection for state jobs over the same period is 1,300.

Student Demand: Enrollment projections were determined by a student interest survey, an assessment of the current students enrolled in the counseling psychology option, and a projection of the advising availability of current full-time faculty. According to the proposal, thirty percent of current students in the counseling psychology option meet the criteria for the proposed program.

Part 1 of the student interest survey was administered electronically to graduating seniors, current graduate students, and recent graduates. A total of 299 students and recent graduates responded with 72 percent indicating that they were at least "moderately likely" to enroll in the program. Part 2 of the survey was sent to recent graduates of the MSCE program who selected the counseling psychology option. There were 127 responses to the survey. Sixty percent of the respondents stated that the proposed program would have been more beneficial for them.

Resources:

Faculty:

Current Primary Faculty—

Full-time: 6

Part-time: 5

Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 1

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

The proposal stated that a new faculty member would be hired, if the hiring is justified by enrollment growth. UWA will seek to hire a tenure-track faculty member specializing in statistics and research methods by the third year of the program.

Support Staff: No additional support staff will be needed.

Fellowships and Assistantships: The Department of Behavioral Sciences will continue to offer one graduate assistantship. The assistantship is \$3,200 per semester, but this an existing expense and does not require new funds.

Equipment: According to the proposal, the only additional equipment needed will be for a computer, etc., for new faculty.

Facilities: The program will use existing facilities.

Library: The proposal provided detailed information on library resources that are available for the program. The library is at the current Level 3 collection strength. According to guidelines of the American Library Association, a library that is ranked at Level 3 in a particular field can support graduate instruction and sustained independent study.

Program Budget: The proposal projected that \$189,329 in new funds will be required for the program in the first five years, and that \$783,000 will be available over the same period through tuition.

Attachment 3

**The University of West Alabama
Master of Science in Experimental Psychology**

Sample minimum 36-hour schedule (all courses are three-credit hours):

Term 1:

PY 501 Statistics and Research Methods I
Core 1 (e.g., PY 510 – Advanced Developmental Psychology)
Core 2 (e.g., PY 530 - Advanced Social Psychology)

Term 2:

PY 502 Statistics and Research Methods II
Core 3 (e.g., PY 540 Advanced Cognitive Psychology)
Elective 1 (e.g., PY 525 Personality Assessment)

Term 3:

Elective 2 (e.g., PY 528 Health Psychology)
Elective 3 (e.g., PY 560 Psychological Tests and Measurements)
PY 500 Thesis Research

Term 4:

Elective 4 (e.g., PY 529 Psychopharmacology)
Elective 5 (e.g., PY 520 Advanced Abnormal Psychology)
PY 590 Thesis

DECISION ITEM C-10: Bevill State Community College, Associate in Applied Science and Certificate in Vehicle Technology and Repair (CIP 47.0600)

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 Vehicle Technology and Repair program will prepare technicians for employment in new vehicle dealerships, independent repair establishments, auto body repair shops, fleet service centers, and rental organizations. The proposed program will have options in Automotive Services Excellence; Auto Body Repair; Diesel Engine; Alternative Fuels, and All-Terrain Vehicles.

Role: The proposed program is within the instructional role recognized for Bevill State Community College (BEV).

Mode of Delivery: According to the application, the following courses will be delivered via interactive distance learning: Electrical Fundamentals (3 credit hours); Braking Systems (3 credit hours); Steering and Suspension (3 credit hours); Heating and Air Conditioning (3 credit hours); and Biodiesel Fuel Basics (3 credit hours).

Similar Programs: Currently, there are no programs listed at CIP 47.0600 in the Academic Program Inventory.

Collaboration: Due to the geographical locations of other institutions, program collaboration will not be sought at this time.

Licensure: Automotive Service Excellence (ASE) is a nationally recognized technician certification. ASE certifications in Automotive, Auto Body, Diesel, and Alternative Fuels are available to students after the completion of formal training and on-the-job experience. Certification is not required for employment; however, most employers expect technicians to achieve ASE certification.

Resources: No new funds will be needed for the program in the first five years, and a total of \$617,040 will be available through tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. Employment of automotive body and glass repairers is expected to grow 19 percent from 2010 to 2020.
2. Employment of diesel service technicians and mechanics is expected to grow 15 percent over the same period.

DECISION ITEM C-10: Bevill State Community College, Associate in Applied Science and Certificate in Vehicle Technology and Repair (CIP 47.0600)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science and Certificate in Vehicle Technology and Repair. The program will have five options: Automotive Service Excellence; Auto Body Repair; Diesel Engine; Alternative Fuels; and All-Terrain Vehicles.

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 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, 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 8, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Bevill State Community College (BEV) 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. Beville State Community College proposal, dated January 22, 2013. 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 Bevill State Community College

PROGRAM Associate in Applied Science and Certificate in Vehicle Technology and Repair (CIP 47.0600)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
FACULTY	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
LIBRARY	<u>0</u>	<u>\$0</u>	<u>\$0</u>	<u>0</u>	<u>\$0</u>	<u>\$0</u>
FACILITIES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EQUIPMENT	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
STAFF	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
OTHER	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EXTRAMURAL	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TUITION	<u>\$97,200</u>	<u>\$101,520</u>	<u>\$102,960</u>	<u>\$156,600</u>	<u>\$158,760</u>	<u>\$617,040</u>
TOTAL	<u>\$97,200</u>	<u>\$101,520</u>	<u>\$102,960</u>	<u>\$156,600</u>	<u>\$158,760</u>	<u>\$617,040</u>

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	<u>20</u>	<u>20</u>	<u>20</u>	<u>30</u>	<u>30</u>	<u>24</u>
NEW ENROLLMENT HEADCOUNT	<u>10</u>	<u>6</u>	<u>6</u>	<u>10</u>	<u>10</u>	<u>8</u>
DEGREE COMPLETION PROJECTIONS	<u>0</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>

Attachment 3

**Bevill State Community College
 Associate in Applied Science and Certificate in
 Vehicle Technology and Repair**

VEHICLE TECHNOLOGY AND REPAIR:

Multi-skilled Technical Core Short-Term Certificate:

	Number of Hours
General Education Requirements	1
Applied Technical Core	12
Total Certificate	13

AUTOMOTIVE SERVICE EXCELLENCE OPTION:

Automotive Service Excellence:

	Number of Hours
General Education Requirements	22
Applied Technical Core	12
Automotive Service Excellence	36
Total	70

Automotive Service Excellence Long-Term Certificate:

	Number of Hours
General Education Requirements	13
Applied Technical Core	12
Automotive Service Excellence	21
Total Certificate	46

AUTO BODY OPTION:

Auto Body Repair:

	Number of Hours
General Education Requirements	22
Applied Technical Core	12
Auto Body Repair	36
Total	70

Auto Body Repair Long-Term Certificate:

	Number of Hours
General Education Requirements	13
Applied Technical Core	12
Auto Body Repair	21
Total Certificate	46

DIESEL ENGINE OPTION:

Diesel Engine:

	Number of Hours
General Education Requirements	22
Applied Technical Core	12
Diesel Engine	36
Total	70

Diesel Engine Long-Term Certificate:

	Number of Hours
General Education Requirements	13
Applied Technical Core	12
Diesel Engine	21
Total Certificate	46

ALTERNATIVE FUELS OPTION:

Alternative Fuels:

	Number of Hours
General Education Requirements	22
Applied Technical Core	12
Alternative Fuels	18
Automotive Service or Diesel Engine	18
Total	70

Alternative Fuels Long-Term Certificate:

	Number of Hours
General Education Requirements	13
Applied Technical Core	12
Alternative Fuels	21
Total Certificate	46

ALL-TERRAIN VEHICLE OPTION:

All-Terrain Vehicles:

	Number of Hours
General Education Requirements	22
Applied Technical Core	12
All-Terrain Vehicles	18
Auto Body Repair	18
Total	70

All-Terrain Vehicles Short-Term Certificate:

	Number of Hours
General Education Requirements	1
All-Terrain Vehicles	18
Auto Body Repair	9
Total Certificate	28

- Total credit hours required for completion – 70 (for degree completion in the various majors)

DECISION ITEM C-11: Faulkner State Community College, Associate in Applied Science in Veterinary Technology (CIP 51.0808)

EXECUTIVE SUMMARY

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

Program Objective: The goal of the proposed Veterinary Technology program is to provide students with the opportunity to acquire knowledge, skills and attitudes necessary to enter and progress within the veterinary technology services occupation as employees of veterinary offices and clinics. Objectives of the program are as follows:

Objective 1: Upon completion of the program, students will demonstrate the ability to assist the veterinarian with the care and treatment of both large and small animals.

Objective 2: Upon completion of the program, students will demonstrate the ability to perform duties such as: reception and recording keeping, restraint of animals for examination and treatment, assisting in performance of surgical procedures, conducting radiographic and laboratory testing, feeding, maintaining proper sanitation, administering anesthesia, dispensing medications, and performing routine dental procedures as directed by the supervising veterinarian.

Objective 3: Upon completion of the program, at least 80 percent of graduates will successfully pass licensure examination as administered by the Alabama State Board of Veterinary Medical Examiners for Licensed Veterinary Technicians.

Objective 4: Upon completion of the program, at least 80 percent of graduates will be employed in the field or related field of study within six months of graduation.

Objective 5: Upon completion of the program, at least 90 percent of graduate evaluations completed and returned by employers will be positive.

Objective 6: The program will obtain accreditation of the veterinary technology program through the American Veterinary Medical Association within three years of program start date.

Role: The proposed program is within the instructional role recognized for Faulkner State Community College (FSC).

Mode of Delivery: According to the application, courses will be offered via distance education, through Blackboard. Clinical tasks will be performed at approved clinical sites.

Similar Programs: Jefferson State Community College has the only other Veterinary Technology program listed at CIP 51.0808 in the Academic Program Inventory.

Collaboration: Jefferson State Community College's Veterinary Technology program is over 400 miles away from FSC. Collaboration is not being sought at this time.

Licensure: Currently, licensure is not required for employment as a veterinary technician.

Clinical Sites: Clinical affiliation agreements for the proposed program have been reached between FSC and the following organizations: Dauphin Island Parkway Animal Hospital; Animal Medical Center; Duke Animal Clinic, LLC; South Alabama Spay and Neuter; and Theodore Veterinary Hospital.

Resources: A total of \$763,000 in new funds will be needed for the program in the first five years, and a total of \$1,105,000 will be available through tuition, extramural funds, and internal reallocation.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. According to the proposal, there will be a 47 percent increase in demand for Veterinary Technicians in FSC's service area.
2. A total of 42 veterinarians in the institution's service area participated with FSC in the planning and discussion of the proposed program.

DECISION ITEM C-11: Faulkner State Community College, Associate in Applied Science in Veterinary Technology (CIP 51.0808)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science in Veterinary Technology with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, 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 10, based on the proposal.
2. That the annual average number of graduates 2014-15 through 2017-18 (four-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Faulkner State Community College (FSC) 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. Faulkner State Community College proposal, dated March 15, 2013. 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 Faulkner State Community College

PROGRAM Associate in Applied Science in Veterinary Technology (CIP 51.0808)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
FACULTY	<u>\$85,000</u>	<u>\$85,000</u>	<u>\$85,000</u>	<u>\$85,000</u>	<u>\$85,000</u>	<u>\$425,000</u>
LIBRARY	<u>\$2,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$6,000</u>
FACILITIES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EQUIPMENT	<u>\$20,000</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$80,000</u>
STAFF	<u>\$35,000</u>	<u>\$35,000</u>	<u>\$35,000</u>	<u>\$70,000</u>	<u>\$70,000</u>	<u>\$245,000</u>
OTHER	<u>\$3,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$7,000</u>
TOTAL	<u>\$145,000</u>	<u>\$137,000</u>	<u>\$137,000</u>	<u>\$172,000</u>	<u>\$172,000</u>	<u>\$763,000</u>

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	<u>\$25,000</u>	<u>\$20,000</u>	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$60,000</u>
EXTRAMURAL	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$25,000</u>
TUITION	<u>\$204,000</u>	<u>\$204,000</u>	<u>\$204,000</u>	<u>\$204,000</u>	<u>\$204,000</u>	<u>\$1,020,000</u>
TOTAL	<u>\$254,000</u>	<u>\$224,000</u>	<u>\$209,000</u>	<u>\$209,000</u>	<u>\$209,000</u>	<u>\$1,105,000</u>

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
HEADCOUNT ENROLLMENT	<u>10</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>18</u>
NEW ENROLLMENT HEADCOUNT	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
						<u>4-YEAR AVERAGE</u>
DEGREE COMPLETION PROJECTIONS	<u>0</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>

Attachment 3
Associate in Applied Science in Veterinary Technology

General Education Requirements:

AREA I	WRITTEN COMPOSITION	
Course Number	Name	Hrs.
ENG101	English Composition I*	3
AREA II	HUMANITIES & FINE ARTS	
SPH107	Fundamentals of Public Speaking*	3
Fine Arts Elective	Fine Arts Elective (ART100 or MUS101)	3
AREA III	NATURAL SCIENCES & MATH	
BIO103	Principles of Biology I*	4
MTH100/MTH116 or higher	Intermediate College Algebra/Mathematical Applications or Higher*	3
CIS146	Microcomputer Applications*	3
AREA IV	SOCIAL SCIENCES	
HIS,SOC,PSY	Social Science Elective	3
Total	General Education Requirements	22

Core Education Requirements:

Semester 1	Courses	
VET110	Veterinary Tech Clinics I	2
VET112	Introduction to Veterinary Technology	5
VET114	Anatomy and Physiology of Mammals	5
Semester 2		
VET120	Veterinary Tech Clinics II	3
VET122	Veterinary Tech Emergency & First Aid	5
VET124	Clinical Procedures & Pathology	4
VET126	Animal Diseases & Immunology	3
Semester 3		
VET230	Veterinary Tech Clinics III	3
VET232	Anesthesia & Diagnostic Imaging	4
VET234	Animal Pharmacology & Toxicology	3
VET236	Veterinary Microbiology/Parasitology	3
Semester 4		
VET240	Veterinary Clinics IV	3
VET242	Animal Nutrition and Laboratory Animals	3
VET244	Seminar in Veterinary Technology	3
VET246	Veterinary Tech Large Animal Clinics	2
VET250	Veterinary Tech Preceptorship	3
Total	Core Requirements	54

***Total Credit Hours Required for Completion: 76**

DECISION ITEM C-12: Faulkner State Community College, Certificate in 3D Animation and Visual Effects/Computer Generated Imagery (CIP 10.0304)

EXECUTIVE SUMMARY

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

Program Objective: The proposed Certificate program will enable the discovery, stimulation, development and demonstration of skills in 3D production. The proposed Certificate program will enable students to reach the following goals and objectives:

- Master the theoretical and practical fundamentals of 3D creation within a professional context.
- Contribute to the conceptual and visual richness of a 3D creation project.
- Understand the artistic theories and techniques.
- Develop a work methodology that is adapted to the particularities of a 3D creation project.

Role: The proposed program is within the instructional role recognized for Faulkner State Community College (FSC). Approval of the proposed Certificate program will expand the academic subdivision grouping "Communications" to the Certificate degree level.

Mode of Delivery: According to the application, approximately 25 percent of the program will be offered online through Blackboard. Courses will be taught as hybrids with both classroom instruction and distance education technology.

Similar Programs: Currently, there are no programs listed at CIP 10.0304 in the Commission's Academic Program Inventory.

Collaboration: Since there are no programs similar to the proposed Certificate program, no collaborations have been sought at this time.

Resources: A total of \$925,091 in new funds will be needed for the program in the first five years, and a total of \$2,103,514 will be available through tuition, extramural funds, and internal reallocation.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. FSC received a letter from the President of Compass Media, Inc., offering support for the proposed program.
2. Core courses within the proposed Certificate program will transfer to any public or private institution that have signed articulation agreements according to the guidelines outlined in the Statewide Transfer and Articulating Reporting System (STARS).
3. Carl Perkins Federal Funds received by FSC will be utilized to purchase equipment, and to hire an IT staff support position.

DECISION ITEM C-12: Faulkner State Community College, Certificate in 3D Animation and Visual Effects/Computer Generated Imagery (CIP 10.0304)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Certificate in 3D Animation and Visual Effects/Computer Generated Imagery with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, 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 10, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Faulkner State Community College (FSC) 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. Faulkner State Community College proposal, dated January 18, 2013. 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 Faulkner State Community College

PROGRAM Certificate in 3D Animation and Visual Effects/Computer Generated Imagery (CIP 10.0304)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$160,455	\$5,000	\$5,000	\$5,000	\$5,000	\$180,455
STAFF	\$46,216	\$46,216	\$46,216	\$46,216	\$46,216	\$231,080
OTHER	\$62,500	\$112,764	\$112,764	\$112,764	\$112,764	\$513,556
TOTAL	\$269,171	\$163,980	\$163,980	\$163,980	\$163,980	\$925,091

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$25,000	\$20,000	\$5,000	\$5,000	\$5,000	\$60,000
EXTRAMURAL	\$96,614	\$110,900	\$0	\$0	\$0	\$207,514
TUITION	\$204,000	\$408,000	\$408,000	\$408,000	\$408,000	\$1,836,000
TOTAL	\$325,614	\$538,900	\$413,000	\$413,000	\$413,000	\$2,103,514

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
HEADCOUNT ENROLLMENT	10	20	20	20	20	18
NEW ENROLLMENT HEADCOUNT	10	10	10	10	10	10 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	8	8	8	8	8

Attachment 3
Certificate in
3D Animation and Visual Effects/Computer Generated Imagery

Semester 1:

ENG101- English Composition (3 credits)
ART175 - Digital Photography (3 credits)
CAP101- CGI Software Basics (3 credits)
CAP102- Compositing Basics (3 credits)
CAP103- Computer Graphics History (3 credits)

Semester 2:

PHY120 - Physics (4 credits)
CAP121- CGI Animation (3 credits)
CAP122- Storytelling and Revisualization Process | Project (5 credits)
CAP123- CGI Shading, lighting and rendering (3 credits)

Semester 3:

CIS 292 - Special Topics (2 credits)
CAP201- Simulation and Particles Effects (3 credits)
CAP202- Live Action and integration project (5 credits)
CAP203- Advanced Compositing (3 credits)
CAP204- Advanced modeling (2 credits)

Semester 4:

CAP221- Final Project (6 credits)
CAP222- Specialization field (Animation or modeling) (3 credits)
CAP223- Visual effects process (3 credits)
CAP224- Digital environment (3 credits)

Total credit hours required for completion: **60**

DECISION ITEM C-13: Reid State Technical College, Associate in Applied Technology in Physical Therapy Assistant (CIP 51.0806)

EXECUTIVE SUMMARY

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

Program Objective: The proposed program is designed to provide the education and training necessary for students to perform as competent physical therapy assistants. The proposed Physical Therapy Assistant program will:

- Prepare students for a physical therapy assistant degree and to assist registered physical therapists in patient treatment programs.
- Obtain and maintain accreditation through the American Physical Therapy Association's Commission on Accreditation in Physical Therapy Education.
- Prepare students for the national licensing examination for physical therapy assistants.
- Provide students with quality instruction in physical therapy assisting as measured by successful attainment of student learning outcomes.
- Achieve an 80 percent passage rate on the national licensing examination for physical therapy assistant graduates.
- Prepare physical therapy assistants for employment in local healthcare facilities and industries with an 80 percent placement rate.

Role: The proposed program is within the instructional role for Reid State Technical College (REI).

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

Similar Programs: There are no AAT programs listed at CIP 51.0806. The following institutions have Associate in Applied Science (AAS) programs in Physical Therapy Assistant: Wallace Community College (Dothan); Wallace State Community College (Hanceville); Calhoun Community College; Jefferson State Community College; and Bishop State Community College.

Collaboration: REI collaborated with Trenholm State Technical College in the development of the proposed PTA program.

Licensure: According to the application, the Alabama Board of Physical Therapy requires prospective physical therapy assistants to pass the licensure examination.

Clinical Sites: Clinical affiliation agreements for the proposed program have been reached between REI and the following organizations: Monroe County Hospital and Evergreen Medical Center.

Resources: A total of \$650,000 in new funds will be needed for the program in the first five years, and a total of \$1,013,848 will be available through tuition, extramural funds, and internal reallocation.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. According to REI officials, Physical Therapy Assistants are in high demand within the institution's service area.
2. The Bureau of Labor and Statistic's 2010-2011, Occupational Outlook Handbook indicates a 35 percent growth in Physical Therapist Assistants' jobs until 2018.

DECISION ITEM C-13: Reid State Technical College, Associate in Applied Technology in Physical Therapy Assistant (CIP 51.0806)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Technology in Physical Therapy Assistant.

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

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years will be at least 9, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 9, 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.

Reid State Technical College (REI) 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. Reid State Technical College proposal, dated September 10, 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 Reid State Technical College

PROGRAM Associate in Applied Technology in Physical Therapy Assistant (CIP 51.0806)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
FACULTY	\$80,000	\$105,000	\$105,000	\$110,000	\$110,000	\$510,000
LIBRARY	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$55,000	\$0	\$0	\$0	\$0	\$55,000
STAFF	0	0	0	0	0	0
OTHER	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$60,000
TOTAL	\$160,000	\$120,000	\$120,000	\$125,000	\$125,000	\$650,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$130,000	\$155,000	\$115,000	\$115,000	\$115,000	\$560,000
EXTRAMURAL	\$10,000	\$8,000	\$0	\$0	\$0	\$18,000
TUITION	\$41,978	\$62,828	\$83,678	\$88,682	\$88,682	\$365,848
TOTAL	\$181,978	\$225,828	\$198,678	\$203,682	\$203,682	\$1,013,848

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	9	14	19	21	21	17
NEW ENROLLMENT HEADCOUNT	9	9	9	9	9	9
DEGREE COMPLETION PROJECTIONS	0	6	7	10	12	9

Attachment 3

**REI
 Associate in Applied Technology in
 Physical Therapy Assistant**

GENERAL REQUIRED COURSES		
Course Code	Course Name	Credit Hours
ORT 100	Orientation	1
ENG 101	English Composition I	3
SPH 106	Fundamentals of Oral Communication	3
PHL 206	Ethics and Society	3
MTH 100	Intermediate Algebra	3
BIO 201	Human Anatomy and Physiology I	4
BIO 202	Human Anatomy and Physiology II	4
PSY 200	General Psychology	3
HPS 105	Medical Terminology	3
	Humanities Elective	3
CIS 146	Microcomputer Applications	3
BIO 103	Principles of Biology I	4
	General Education Total	37
MAJOR COURSES REQUIRED		
Course Code	Course Name	Credit Hours
PTA 200	PT Issues and Trends	2
PTA 201	PTA Seminar	2
PTA 202	PTA Communication Skills	2
PTA 220	Functional Anatomy and Kinesiology	3
PTA 222	Functional Anatomy and Kinesiology Lab	2
PTA 230	Neuroscience	2
PTA 231	Rehabilitation Techniques	2
PTA 232	Orthopedics for the PTA	2
PTA 240	Physical Disabilities I	2
PTA 241	Physical Disabilities II	2
PTA 250	Therapeutic Procedures I	4
PTA 251	Therapeutic Procedures II	4
PTA 260	Clinical Education I	1
PTA 266	Clinical Fieldwork I	2
PTA 268	Clinical Practicum	5
PTA 290	Therapeutic Exercise	1
	Major Courses Total	39
	Total Credit Hours in Program	75

DECISION ITEM C-14: Trenholm State Technical College, Associate in Applied Technology in Physical Therapy Assistant (CIP 51.0806)

EXECUTIVE SUMMARY

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

Program Objective: The proposed Physical Therapy Assistant (PTA) program is designed to provide the technical skills required for training students to perform as competent physical therapy assistants. Additionally, it will prepare students to sit for the National Licensing Examination for Physical Therapy Assistants administered by the Federation of State Boards of Physical Therapy. Additional objectives of the proposed program include:

- Obtaining accreditation through the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association (APTA);
- Maintaining accreditation through the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association (APTA);
- Providing quality instruction in physical therapy education for the physical therapy assistant as measured by successful attainment of student learning outcomes at an 80 percent graduation rate;
- Achieving an 80 percent passage rate on the National Licensing Examination for the physical therapy assistant;
- Preparing physical therapy assistants for employment in the local healthcare industry, with a placement rate of 80 percent or better among licensed graduates.

Role: The proposed program is within the instructional role recognized for Trenholm State Technical College (TRE).

Mode of Delivery: According to the proposal, although TRE focuses on hands-on instruction in all of its technical programs, approximately 20 percent of the general education courses for the proposed program will be available online.

Similar Programs: Currently, there are no other Associate in Applied Technology (AAT) programs in Physical Therapy Assistant in the Commission's Academic Program Inventory. Associate in Applied Science (AAS) Physical Therapy Assistant programs are located at the following two-year colleges: Wallace State Community College (Dothan); Wallace State Community College (Hanceville); Calhoun Community College; Jefferson State Community College; and Bishop State Community College.

Collaboration: According to the proposal, Alabama State University has offered to collaborate with TRE and provide guidance through the institution's Doctor of Physical Therapy program.

Licensure: According to TRE officials, in Alabama physical therapy assistants are required to graduate with an associate's degree from an accredited PTA program at a technical or community college, and pass the national examination for licensing to be eligible to work in the field.

Clinical Sites: Clinical affiliation agreements for the proposed program have been reached between TRE and the following organizations: Rehab Associates, LLC (Selma, Elmore Co, Prattville, Montgomery); PT Solutions of East Montgomery; Restore Management Company, LLC; Noland Hospital Services; Jackson Hospital; HealthSouth; Baptist Medical Center South; Inner Fit, Inc.; Harmony Wellness & Rehab; Aegis Therapies, Inc.; Hillview Terrace-Rehab Select; Capitol City Rehab Plus; and Turenne & Associates, LLC.

Resources: A total of \$805,000 in new funds will be needed for the program in the first five years, and a total of \$805,000 will be available through tuition and internal reallocation.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The demand for Physical Therapy Assistants will continue to rise with growth in the number of people with disabilities or limited function.
2. Physical Therapists are expected to increasingly utilize assistants to reduce the cost of physical therapy services.
3. According to TRE's proposal, the Alabama Department of Industrial Relations predicts 60 annual average openings in local physical therapy assisting jobs.

DECISION ITEM C-14: Trenholm State Technical College, Associate in Applied Technology in Physical Therapy Assistant (CIP 51.0806)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Technology in Physical Therapy Assistant with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 2015 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 15, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 11, 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 the institution provide information on accreditation of the program by the Commission on the Accreditation of Physical Therapy Education of the American Physical Therapy Association (CAPTE).
5. That the institution report on the passage rate of graduates obtaining licensure related to the proposed program.
6. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Trenholm State Technical College (TRE) 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. Trenholm State Technical College proposal, dated December 27, 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 Trenholm State Technical College

PROGRAM Associate in Applied Technology in Physical Therapy Assistant

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
FACULTY	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$700,000
LIBRARY	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$20,000	\$0	\$20,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$60,000
TOTAL	\$165,000	\$155,000	\$155,000	\$175,000	\$155,000	\$805,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$140,340	\$82,100	\$81,020	\$99,940	\$78,860	\$482,260
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$24,660	\$72,900	\$73,980	\$75,060	\$76,140	\$322,740
TOTAL	\$165,000	\$155,000	\$155,000	\$175,000	\$155,000	\$805,000

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	15	15	15	15	15	15
NEW ENROLLMENT HEADCOUNT	15	15	15	15	15	15
DEGREE COMPLETION PROJECTIONS	0	10	10	12	12	11

Attachment 3

**TRE
 Associate in Applied Technology in
 Physical Therapy Assistant**

Course Code	Course Name	Credit Hours
ORI 101	Orientation to College	1
ENG 101	English Composition	3
SPH 106	Fundamentals of Oral Communication	3
MUS 101 or ART 100	Music Appreciation or Art Appreciation	3
MTH 100	Intermediate College Algebra	3
BIO 201	Human Anatomy and Physiology I	4
BIO 202	Human Anatomy and Physiology II	4
PSY 200	General Psychology	3
BIO 120	Medical Terminology	3
CIS 146	Microcomputer Applications	3
PSY 210	Human Growth and Development	3
	GENERAL EDUCATION TOTAL	33

Course Code	Course Name	Credit Hours
PTA 200	PT Issues and Trends	2
PTA201	PTA Seminar	2
PTA 202	PTA Communications Skills	2
PTA 220	Functional Anatomy and Kinesiology	3
PTA 222	Functional Anatomy and Kinesiology Lab	2
PTA 230	Neuroscience	2
PTA 231	Rehabilitation Techniques	2
PTA 232	Orthopedics for the PTA	2
PTA 240	Physical Disabilities I	2
PTA 241	Physical Disabilities II	2
PTA 250	Therapeutic Procedures I	4
PTA 251	Therapeutic Procedures II	4
PTA 260	Clinical Education I	1
PTA 266	Clinical Fieldwork I	2
PTA 268	Clinical Practicum	5
PTA 290	Therapeutic Exercise	1
	MAJOR COURSES TOTAL	38
	TOTAL CREDIT HOURS IN PROGRAM	71

DECISION ITEM C-15: Alabama A&M University, Bachelor of Science in Entrepreneurship
(CIP 52.0701)

EXECUTIVE SUMMARY

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

Program Objective: The purpose of the proposed Entrepreneurship program is to provide students with the skills, expertise, and confidence to discover, evaluate, initiate, and manage entrepreneurial processes whether in existing organizations or in creating their own firms.

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

Mode of Delivery: According to AAM officials, approximately 20 percent of the program will be offered through distance education modalities. Blackboard will be used for content management, video lectures, and virtual interactive classes.

Similar Program: There are no programs listed at CIP 52.0701 in the Academic Program Inventory.

Collaboration: There are no other Entrepreneurship programs in the state.

Resources: No new funds will be needed for the program in the first five years. A total of \$1,090,000 will be available through tuition and extramural funds.

Public Review: The program was posted on the Commission website from April 2 until April 22 (twenty days) for public review and comment. No comments were received.

Rationale for Staff Recommendation:

1. According to the Kauffman Center for Entrepreneurial Leadership, entrepreneurship has become one of the most sought-after areas of study among collegiate business students.
2. The Huntsville/Madison County area, where AAM is located, has recently been rated as one of the top locations for new business formation, as a top location for high technology industry, and as one of the most business friendly locations in the country.
3. There are no other Entrepreneurship programs listed at CIP 52.0701 in the Commission's Academic Program Inventory.

DECISION ITEM C-15: Alabama A&M University, Bachelor of Science in Entrepreneurship (CIP 52.0701)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science (BS) in Entrepreneurship.

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

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2013-14, will be at least 6, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (4-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in entering graduate or professional school.
4. That AAM provide a report on programmatic accreditation by the Association to Advance Collegiate Schools of Business (AACSB).
5. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Alabama A&M University (AAM) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 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 A&M University program proposal, dated December 4, 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	Alabama A&M University
PROGRAM	Bachelor of Science in Entrepreneurship (CIP 52.0701)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	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/ FELLOWSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$5,000	\$10,000	\$30,000	\$100,000	\$145,000
TUITION	\$63,000	\$153,000	\$198,000	\$243,000	\$288,000	\$945,000
TOTAL	\$63,000	\$158,000	\$208,000	\$273,000	\$388,000	\$1,090,000

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	7	12	17	23	30	18
NEW ENROLLMENT HEADCOUNT	7	5	5	5	7	6 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	4	6	8	12	8

Attachment 2

Summary of Background Information

Bachelor of Science in Entrepreneurship
Alabama A&M University

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

Objectives: The purpose of the proposed Entrepreneurship program is to provide students with the skills, expertise, and confidence to discover, evaluate, initiate, and manage entrepreneurial processes, whether in existing organizations or in creating their own firms.

Graduates of the program will have a comprehensive understanding of the application of entrepreneurship in the global marketplace. They will also have a broad understanding of various business disciplines, with specific expertise in entrepreneurship. In addition, they will be proficient in the use of information technology currently required in the changing global economy. Student learning outcomes for the proposed program are as follows:

1. Acquire knowledge of general business concepts (accounting, economics, finance, management, marketing, operations, and strategic planning) necessary for the development of an effective business plan.
2. Understand the entrepreneurial process – from idea generation to the commercialization and implementation of the new business venture.
3. Exhibit the ability to identify, research, and analyze potential markets that would enhance value, creation, and profitability.
4. Define the concept of risk and how its effect on new ventures can be eliminated or minimized.
5. Demonstrate the capacity to identify and acquire the resources needed for the creation and implementation of a new venture, including financial, human, and managerial resources.

Administration: The program will be administered by the College of Business and Public Affairs, Dr. Amin Sarkar, dean, and the Department of Management and Marketing, Dr. Larry McDaniel, chairperson.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Chief Academic Officers (CAOs). A total of 2 institutions provided responses to the program proposal. There were no questions or concerns.

Accreditation: According to the proposal, AAM will seek accreditation of its business programs, including the proposed program, through the Association to Advance Collegiate Schools of Business (AACSB) International.

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

- MGT 310 Introduction to Entrepreneurship – 3 credit hours
- MGT 320 Planning and Launching New Ventures – 3 credit hours
- MGT 440 Field Studies in Entrepreneurship Firms – 3 credit hours
- MGT 445 Senior Portfolio: Writing the Business Plan – 3 credit hours

Program Completion Requirements:

Credit hours required in major: 24 semester hours (sh)

Credit hours required in business core: 36 sh

Credit hours required in Institutional general education: 53 sh

Credit hours required in free electives: 9 sh

Total credit hours required for completion: 122 sh

Collaboration: There are no other Entrepreneurship programs in the state. Consequently, no collaborative activities are anticipated.

Distance Education: According to AAM officials, approximately 20 percent of the program will be offered through distance education modalities. Blackboard will be used for content management, video lectures, and virtual interactive classes.

Admissions: According to university officials, acceptance into the proposed program is restricted by student capacity in the College of Business and Public Affairs, and is determined by the undergraduate admissions office. The requirements for upper division status in the College of Business and Public Affairs must be met by students in the proposed program, as is the case for all other business and social science majors.

Need: According to the Kauffman Center for Entrepreneurship, entrepreneurship has become one of the most sought-after areas of study among collegiate business students. This is supported by the proliferation of entrepreneurship education programs throughout many colleges and universities around the country. Today, there are more than 1,500 colleges and universities offering some form of entrepreneurship training, and there are over 100 active university-based entrepreneurship centers in the U.S. with over 270 endowed positions in entrepreneurship.

The proposal stated that the value of an entrepreneurial program is well demonstrated by a study conducted in 1999 by Alberta Charney and Gary Libecap. They researched the resultant productivity of graduates from the Berger Entrepreneurship Program at the University of Arizona. The results of their study included:

- The program brought in 34 percent more outside funding – nearly \$12 million.
- The graduates were three times more likely to be involved in the creation of a new business.
- Companies that were owned by or employed entrepreneurship graduates had greater than five times the sales and employment growth.
- In large firms, entrepreneurship graduates earned approximately \$23,500 more per year than other Bachelor of Science degree recipients.
- Entrepreneurship graduates accumulated 62 percent more in personal assets.
- Entrepreneurship graduates developed more new products and were more focused in research and development or working in high-tech industries.

The Huntsville/Madison County area has recently been rated as one of the top locations for new business formation, as a top location for high technology industry, and as one of the most business-friendly locations in the country. It has also been rated as having one the best qualities of life in the U.S. Recent initiatives by the university, the local business community, and state government all indicate that Alabama has a large store of emerging technology, has a rapidly building supply of capital, but has a significant shortage of trained and experienced managers for high growth, technology intensive firms. The proposed program is intended to address specifically the need in the local business community for managers educated in the special demands of the small or emerging business.

Student Demand: Demand for the proposed program was based on enrollments in the current entrepreneurship minor at AAM.

Resources:

Faculty/Staff—

Current faculty to teach in the program:

Primary Faculty--

Full-time: 2

Part-time: 1

Support Faculty:

Full-time: 2 (business core)

Part-time: 0

Additional current faculty will be used as needed.

Additional faculty to be hired to teach in the program:

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 for the program.

Equipment: There is no specialized equipment needed for the program.

Facilities: No additional facilities will be required for the program.

Library: Because of the highly specialized nature of the field, the majority of research publications in this area will be found in professional, academic, and government periodicals. The AAM Library provides access to a broad collection of these periodicals through subscriptions to online databases, including Business Source Premier (BSP), ABI/Inform Complete (ABI), and General Business File ASAP (GBF).

Program Budget: No new funds will be needed for the program in the first five years. A total of \$1,090,000 will be available through tuition and extramural funds.

Attachment 2
Alabama A&M University

Bachelor of Science
Entrepreneurship

122 Credit Hours

FRESHMAN YEAR					
First Semester			Second Semester		
Course No.	Course Title	Hrs	Course No.	Course Title	Hrs
ORI 101	Survival Skills	1	ENG 102	Composition II ¹	3
ENG 101	Composition I ¹	3	MTH 120	Calculus and its Applications	3
MTH 112	Pre-Calculus Algebra ^{1,2}	3		Science Elective with Lab	4
	Science Elective with Lab	4		Fine Arts Elective	3
	History Elective	3		Social Science Elective	<u>3</u>
PED	Golf or Tennis ³	<u>2</u>			16
		16			

SOPHOMORE YEAR					
First Semester			Second Semester		
Course No.	Course Title	Hrs	Course No.	Course Title	Hrs
ACC 203	Introduction to Accounting I	3	ACC 204	Introduction to Accounting II	3
ECO 231	Principles of Macroeconomics	3	ECO 232	Principles of Microeconomics	3
ENG	Literature Sequence I	3	ECO 271	Business Statistics I	3
ENG 205	General Speech	3	ENG	Literature Sequence II	3
MIS 213	Computer Applications in Business	<u>3</u>	MGT 207	Legal Environment and Ethics	<u>3</u>
		15			15

JUNIOR YEAR					
First Semester			Second Semester		
Course No.	Course Title	Hrs	Course No.	Course Title	Hrs
MGT 315	Principles of Management	3	OSM 315	Professional Writing	3
ACC 219	Managerial Accounting	3	MKT 315	Principles of Marketing	3
MGT 350	Managerial Communication	3	MGT 332	Organizational Behavior and Theory	3
FIN 315	Principles of Finance	3	MGT 310	Intro to Entrepreneurship	3
MIS 315	Principles of Mgmt. Info. Systems	<u>3</u>	MGT 319	Identifying & Evaluating New Venture Opportunities	<u>3</u>
		15			15

SENIOR YEAR					
First Semester			Second Semester		
Course No.	Course Title	Hrs	Course No.	Course Title	Hrs
MGT 413	Production/Operations Mgmt.	3	MGT 442	Strategic Management and Policy	3
MGT 433	Human Resource Management	3	MGT 458	International Business	3
MGT 320	Planning & Launching New Ventures	3	MGT 430	Growing and Managing New Ventures	3
MGT 440	Field Studies in Entrepreneurial Firms	3	MGT 445	Sr. Portfolio: Writing the Business Plan	3
	Non-Business Elective	<u>3</u>		Non-Business Elective	<u>3</u>
		15			15

DECISION ITEM C-16: Alabama A&M University, Bachelor of Science in Sport Management (CIP 31.0504)

EXECUTIVE SUMMARY

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

Program Objective: The proposed program will provide students with the knowledge, skills, and disposition to work in entry level positions existing within communities, colleges, universities, amateur and professional sports industries, and organizations. Objectives of the proposed program are:

- (a) To become involved in the profession and committed to the academic service and social mission of the sport management profession;
- (b) To demonstrate an awareness of the critical role of diversity and inclusiveness in the sport industry;
- (c) To demonstrate effective leadership within the sport profession;
- (d) To behave in accordance with ethical standards of the sport profession;
- (e) To encourage cooperative relationships with other educational units, both external and internal, consistent with the mission of the institution.

Role: Alabama (AAM) University is approved to offer programs at the baccalaureate level. Approval of the proposed program will extend the baccalaureate role to the Academic Subdivision: "Parks, Recreation, Leisure, and Fitness Studies."

Mode of Delivery: According to AAM officials, coursework will be offered in a blend of traditional in-class teaching and hybrid instruction, with the possibility of full online instruction in the future.

Similar Program: Currently, Troy University has Bachelor of Arts and Bachelor of Science programs in Hospitality, Sport & Tourism Management located at CIP 31.0504 in the Academic Program Inventory.

Collaboration: According to the proposal, there are no plans to explore program collaboration with other institutions at this time.

Resources: A total of \$60,000 in new funds will be needed for the program in the first five years, and a total of \$828,000 will be available through tuition.

Public Review: The program was posted on the Commission website from April 2 until April 22 (twenty days) for public review and comment. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program will be an elevation of a current sport management concentration.
2. Graduates of the proposed program will be prepared for entry-level positions in recreation centers, fitness clubs, collegiate and professional sport organizations and leagues, sport marketing agencies, sport manufacturers, sport teams, and sport media.

DECISION ITEM C-16: Alabama A&M University, Bachelor of Science in Sport Management (CIP 31.0504)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Implementation Date: The proposed program will be implemented August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2013-14, will be at least 13, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in entering graduate or professional school.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Alabama A&M University (AAM) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 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 A&M University program proposal, dated March 15, 2013. 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	Alabama A&M University
PROGRAM	Bachelor of Science in Sport Management (CIP 31.0504)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	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/ FELLOWSHIPS	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$60,000
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$60,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION*	\$63,000	\$81,000	\$108,000	\$225,000	\$351,000	\$828,000
TOTAL	\$63,000	\$81,000	\$108,000	\$225,000	\$351,000	\$828,000

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	8	11	11	18	26	15
NEW ENROLLMENT HEADCOUNT	7	9	9	15	23	13 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	3	9	10	10	8

Attachment 2

Summary of Background Information

Bachelor of Science in Sport Management
Alabama A&M University

Role: The proposed program is not within the instructional role recognized for Alabama A&M University. Approval of the proposed program will extend baccalaureate role to the Academic Subdivision: "Parks, Recreation, Leisure, and Fitness Studies."

Objectives: The proposed program will provide students with the knowledge, skills, and disposition to work in entry level positions existing within communities, colleges, universities, amateur and professional sports industries and organizations. Objectives of the proposed program are:

- (a) To become involved in the profession and committed to the academic service and social mission of the sport management profession;
- (b) To demonstrate an awareness of the critical role of diversity and inclusiveness in the sport industry;
- (c) To demonstrate effective leadership within the sport profession;
- (d) To behave in accordance with ethical standards of the sport profession;
- (e) To encourage cooperative relationships with other educational units both external and internal consistent with the mission of the institution.

Graduates of the proposed program will:

- (a) Demonstrate content specific knowledge in the field of sport management including the ability to apply them within the sport industry.
- (b) Apply fundamental marketing concepts to the sport industry.
- (c) Be able to analyze ethical issues leading to the development of a personal philosophy regarding social responsibility in the sport management setting.

Administration: The program will be administered by the College of Education, Humanities, and Behavioral Sciences, Curtis Martin, dean, and the Department of Health Sciences, Human Performance, and Communicative Disorders, Rodney C. Whittle, chairperson.

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 three responses were received in the NISP phase of the review, and all three responses were in support of the proposed program at AAM. A total of two institutions responded to the program proposal. Both institutions were in favor of the proposed Sport Management program.

Accreditation: According to AAM officials, the proposed program will adopt the criteria established by the Commission on Sport Management Accreditation (COSMA). This body is a part of the North American Society for Sport Management (NASSM), and has been charged with establishing the accreditation guidelines for sport management programs both at the national and international levels. A relatively new accrediting agency, COSMA is not yet recognized by the US Department of Education or the Council for Higher Education Accreditation (CHEA).

Curriculum: The proposed Sport Management program is cross-disciplinary in nature with courses in Health Science and Human Performance, Psychology and Counseling, Business and Management, and Telecommunications.

Program Completion Requirements:

Credit hours required in major:	61 semester hours (sh)
Credit hours required in general education:	47 sh
Credit hours required in free electives:	15 sh

Total: 123 sh

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

SPM 200	Introduction to Sport Management	(3) (sh)
SPM 300	Sport Ethics	(3) (sh)
SPM 314	Sport Facilities & Event Management	(3) (sh)
SPM 326	Sociology of Sport in Modern Society	(3) (sh)
SPM 403	Legal Aspects of PE & Sport	(3) (sh)
SPM 423	Sport Psychology	(3) (sh)
SPM 425	Contemporary Issues in Sport Management	(3) (sh)
SPM 440	Adv. Sport Management	(3) (sh)
SPM 445	Externship	(12) (sh)

Collaboration: According to the proposal, there are no plans to explore program collaboration with other institutions at this time.

Distance Education: According to AAM officials, coursework will be offered in a blend of traditional in-class teaching and hybrid instruction, with the possibility of full online instruction in the future.

Admissions: Acceptance to AAM is based on a high school GPA of 2.0, and ACT score of 18 or SAT score of 1290 (math, verbal and writing).

Need: The proposed program is compatible with AAM’s mission statement, and will provide students with the knowledge, skills, and attitudes to succeed in a variety of positions within sport management. In addition, the proposed program will support the educational, social, and economic growth of northern Alabama by providing trained sport management graduates for entry-level positions in recreation centers, fitness clubs, collegiate, and professional sport organizations and leagues.

In 2004, AAM revised the physical education major, adding a 21 hour concentration in sport management. This concentration has steadily grown in numbers, illustrating there would be sufficient student interest and enrollment to sustain a sport management program. The high demand for the concentration courses and expressed student interest has led to the proposed program.

Student Demand: According to AAM officials, a total of 725 surveys were distributed to physical education majors, students enrolled in health courses, and high school seniors and community college transfers. Of the 725 surveys distributed, 345 surveys were collected. Results of the survey are as follows:

Questions:	Very	Moderately	Not at all
1. If Alabama A&M University offered a Sport Management degree, how interested would you be in that major?	38%	9%	53%
2. Would you enroll in a Sport Management degree program at Alabama A&M University if one were offered?	38%	9%	53%
3. Would you be interested in working in the sport industry in some capacity?	47%	5%	48%
4. If Alabama A&M University offered an “Introduction to Sport Management” course, how likely would you be to take the course?	52%	7%	41%

Faculty/Staff:

Current faculty to teach in the program:

Primary Faculty:

Full-time: 3

Part-time: 0

Support Faculty:

Full-time: 0

Part-time: 0

Additional faculty to teach in the program:

Primary Faculty:

Full-time: 0

Part-time: 0

Support Faculty:

Full-time: 0

Part-time: 0

Support Staff: Clerical support staff within the Health Sciences and Human Performance program will be providing the majority of administrative services for the proposed program. A graduate assistant position will be added to handle the remaining clerical duties needed for the proposed program.

Equipment: According to the proposal, there is no specialized equipment needed for the proposed program.

Facilities: Additional facilities will not be required for the proposed program.

Library: Through collaboration and resource sharing, the library participates in the Alabama Virtual Library project, a statewide web-based virtual library that provides access to multiple information resources, including secured access to licensed products. Participation allows access to over 20 databases, indexing thousands of periodicals and scholarly journals. Other resources include encyclopedias, business directories, and government publications.

Program Budget: The proposal projected that a total of \$60,000 in estimated new funds will be required to support the proposed program. A total of \$828,000 will be available through tuition.

Attachment 2
Alabama A&M University

Bachelor of Science in
Sport Management

ENG 101 Composition I	3	ENG 102 Composition II	3
PED 101 Fitness for Life OR HED 101 Personal Comm. Health OR MSC 101 Military Sci. I	2	TEL 201 Introduction to Broadcasting	3
MTH 112 Pre-Calculus Algebra	3	ART 101 Art Appreciation OR MUS 101 Music Appreciation	3
BIO 101 General Biology I	3	PSY 201 General Psychology	3
BIO 101L Gen Biology I Lab	1	CMP 101 Found. of CIS	3
HIS 101 OR 102 World History	3		
ORI 101 Survival Skills	0-1		
ENG Literature Sequence I	3	ENG Literature Sequence II	3
BIO 102 General Biology II	3	ENG 205 General Speech	3
BIO 121L Gen Biology II Lab	1	MKT 315 Principles of Marketing	3
PED 427 Adaptive PE	3	ECO 200 Basic Economics	3
MGT 315 Principles of Management	3	PED 140 Golf for Business Life	2
SPM 200 Introduction To Sport Management	3	PED 109 Tennis SPM 300 Sport Ethics	2 3

HPE 301 Admin. In HPER & Sport	3	SPM 403 Legal Aspects of PE & Sport	3
SOC 201 Intro. Sociology	3	PED 307 First Aid & CPR	3
SPM 326 Sociology of Sport in Modern Society	3	Management/Marketing Course	3
Management/Marketing Course	3	SPM 314 Sport Facilities & Event Management	3
FIN 315 Principles of Finance	3	Management/Marketing Course	3

SPM 440 Adv. Sport Management	3	SPM/PED 445 Externship (12)	12
Management/Marketing Course	3		
SPM 423 Sport Psychology	3		
SPM 425 Contemporary Issues in Sport Management	3		
Management/Marketing Course	3		

Total Hours in the program: 123

DECISION ITEM C-17: The University of Alabama at Birmingham, Bachelor of Science in Biomedical Sciences (CIP 26.0102)

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 mission of the proposed program in Biomedical Sciences is to provide a quality education to prepare a diverse student body for entry into graduate health professions programs and health-related graduate research programs such as the PhD programs in Rehabilitation Sciences and Nutrition Sciences.

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

Mode of Delivery: According to the proposal, all courses offered in the proposed program will be web-enhanced, but will be offered in a campus-based format. Some courses may offer part or all of their didactic content asynchronously via a web-based learning system. Due to the hands-on nature of many of the courses (laboratories, etc.), there are no plans currently to deliver the entire curriculum through distance education.

Similar Programs: Programs listed at CIP 26.0102 in the Academic Program Inventory are located at the following institutions: Auburn University (Biomedical Sciences, BS); and the University of South Alabama (Biomedical Sciences, BS).

Collaboration: Similar programs are available at both the University of South Alabama and Auburn University. According to UAB officials, the institution has been unable to identify ways in which to collaborate. Both programs are unique and have slightly different approaches than the program proposed at UAB. Additionally, the geographic separation of UAB from the other biomedical sciences programs in the state does not lend well for cultivating a pipeline of students specifically for UAB graduate health professions programs and health-related graduate research programs, such as the PhD programs in Rehabilitation Sciences and Nutrition Sciences.

Resources: The proposal projected that a total of \$417,781 in estimated new funds will be required to support the proposed program. A projected total of \$2,269,308 will be available through internal reallocation and tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. According to UAB, it is anticipated that more than 80 percent of graduates of the proposed program will enter directly into a graduate program in the health sciences.
2. Similar biomedical sciences programs have success placing graduates in positions such as science writing, pharmaceutical/biomedical sales and marketing, staff/supervisory positions in managed care organizations, physician practice groups, wellness programs, and public health.

DECISION ITEM C-17: The University of Alabama at Birmingham, Bachelor of Science in Biomedical Sciences (CIP 26.0102)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Biomedical Sciences.

The program will have 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 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2013-14, will be at least 26, based on the proposal.
2. That the annual average number of graduates for the period 2016-17 through 2017-18 (two-year average) will be at least 15, 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, 2018.

Supporting Documentation:

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

4. The University of Alabama at Birmingham program proposal, received February 20, 2013. 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 Bachelor of Science in Biomedical Sciences (CIP 26.0102)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	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	\$64,750	\$67,987	\$71,386	\$74,955	\$78,703	\$357,781
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$60,000
TOTAL	\$76,750	\$79,987	\$83,386	\$86,955	\$90,703	\$417,781

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$173,425	\$173,425	\$270,862	\$285,516	\$285,516	\$1,188,744
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$0	\$0	\$200,340	\$414,990	\$465,234	\$1,080,564
TOTAL	\$173,425	\$173,425	\$471,202	\$700,506	\$750,750	\$2,269,308

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	15	40	70	100	130	71
NEW ENROLLMENT HEADCOUNT	15	25	30	30	30	26
						2-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	0	10	20	15

Attachment 2

Summary of Background Information

Bachelor of Science in Biomedical Sciences
The University of Alabama at Birmingham

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

Program Objective: The mission of the proposed program in Biomedical Sciences is to provide a quality education to prepare a diverse student body for entry into graduate health profession programs and health-related graduate research programs such as the Ph.D. programs in Rehabilitation Sciences and Nutrition Sciences.

The program was developed to:

- Deliver a Bachelor of Science degree curriculum that produces highly competitive candidates for admission into graduate health professions programs and health-related graduate research programs.
- Prepare students to explain and integrate concepts in human-oriented biomedical sciences including anatomy, microbiology, biochemistry, physiology, pharmacology, pathology, genetics, health policies, and health systems.
- Provide a diverse scientific education that promotes creative scientific reasoning and the technical ability to apply scientific knowledge in a variety of health environments.
- Ensure that each graduate possesses both the cognitive and non-cognitive skills required of a healthcare professional, including the ability to relate well to people, deal with stressful situations, and display sound judgment and integrity.

Upon completion of the B.S. in Biomedical Sciences program, students will be able to:

1. Demonstrate attributes desirable of health professions such as:
 - a. *Dependability*
 1. Demonstrate integrity, honesty, and conscientiousness in work.
 2. Accept responsibility for own actions.
 3. Organize and complete work on schedule without sacrificing accuracy and reliability.
 4. Follow established course policies and procedures.
 5. Be punctual in classroom or labs when required or assigned.
 - b. *Stability*
 1. Work effectively under conditions of stress and/or change.
 2. Maintain professional demeanor under adverse conditions.
 - c. *Ability to interact effectively with others*
 1. Influence and contribute to a pleasant work environment.
 2. Accept leadership of faculty and provide appropriate feedback.
 3. Offer assistance and support to peers.
 4. Communicate with students and faculty in a professional and courteous manner.
 5. Contribute willingly to the accomplishment of group endeavors.
 - d. *Professionalism*

1. Maintain a neat and clean personal appearance complying with existing dress codes.
 2. Show initiative and interest to improve technical skills and expand knowledge.
 3. Investigate appropriate sources (literature and personnel) for technical and professional information.
 4. Maintain confidentiality of all data that is patient related.
 5. Demonstrate ethical conduct in professional endeavors.
2. Explain principles of management and leadership applicable to health professionals.
 3. Explain and apply concepts in human-oriented biomedical sciences including clinical anatomy, microbiology, biochemistry, physiology, pharmacology, pathology, genetics, health policies, and health systems.
 4. Describe basic biological principles associated with human health and their role in the development of human disease and provide examples of how these principles are affected by disease management and treatment modalities.
 5. Explain the role of nutrition as it relates to health and disease management and treatment.
 6. Describe the fundamental scientific principles of drug action and the various mechanisms by which drugs can mediate their pharmacological effect including pharmacokinetics, drug metabolism, dosing regimens, patient characteristics and genetics.
 7. Explain how health-related genetic information can have important social and psychological implications for patients and families, how genetic information relates to the development of disease, and how to make a referral to a genetics professional.

Assessment: Ongoing evaluation of program operations and graduate outcomes will be the responsibility of the biomedical sciences program director and the chair of the Department of Clinical and Diagnostic Sciences. The biomedical science program will be evaluated annually and this evaluation will be informed by a) number/quality of program applicants and admits; b) student program surveys; c) student exit interviews; d) post-graduate surveys; e) faculty surveys; and f) course evaluations.

Administration: The program will be administered by the School of Health Professions, Dr. Harold 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 Chief Academic Officers (CAOs). There were no objections to the NISP or the program proposal.

Accreditation: According to the proposal, no specialized accreditation is required for this program.

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

BMS 3XX	Clinical Anatomy and Histology	4 credit hours
BMS 4XX	Clinical Pharmacology and Physiology I	4 credit hours
BMS 4XX	Clinical Pharmacology and Physiology II	4 credit hours
BMS 4XX	Pathologic Disease	4 credit hours
BMS 4XX	Clinical Cell Biology	3 credit hours
BMS 4XX	Capstone Experience	4 credit hours
CDS XXX	Clinical Biochemistry and Correlations	3 credit hours

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NTR 3XX	Nutrition in Health and Disease	2 credit hours
BMS 3XX	Clinical Microbiology and Immunology	4 credit hours

Credit hours required in major:	51 semester hours
Credit hours required in general education:	69
Credit hours required in free electives:	12
Total hours for completion:	132

Students will be required to submit a capstone project to complete the proposed program. In addition, students must meet UABs' Quality Enhancement Plan (QEP) requirements with regards to a freshman experience course, and courses with writing, quantitative literacy, and ethics and civic responsibility components.

Collaboration: Similar programs are available at both the University of South Alabama and Auburn University. According to UAB officials, the institution has been unable to identify ways in which to collaborate. Both programs are unique and have slightly different approaches than the program proposed at UAB. Additionally, the geographic separation of UAB from the other Biomedical Sciences Programs in the state doesn't lend well for cultivating a pipeline of students specifically for UAB graduate health professions programs and health-related graduate research programs such as the PhD programs in Rehabilitation Sciences and Nutrition Sciences.

Distance Education: According to the proposal, all courses offered in the proposed program will be web-enhanced, but will be offered in a campus-based format. Some courses may offer part or all of their didactic content asynchronously via a web-based learning system. Due to the hands-on nature of many of the courses (laboratories, etc.), there are no plans currently to deliver the entire curriculum through distance education.

Admissions: Applicants must meet the UAB criteria for admissions. In addition to UAB requirements, incoming students who apply for the proposed program must have a GPA of 3.0 and a minimum ACT score of 24. Applicants must submit a statement of interest to the program. The biomedical sciences admissions committee, composed of the program director and program faculty, will review and invite qualified applicants for an interview that will be conducted via telephone by an admissions committee member.

Current students at UAB wishing to be admitted to the biomedical sciences program must have a GPA of 3.0 after 24 credit hours of work at UAB and have taken a freshman year curriculum that is compatible with the proposed program.

Transfer students wishing to be admitted to the program must have a GPA of 3.0 after 24 credit hours of work at another institution and have taken a freshman year that is compatible with the proposed program.

Need: The proposed program resembles Biomedical Science programs at Auburn University and the University of South Alabama. However, the magnitude of interest for this type program at UAB and its geographic distance from other programs in the state support the need for an additional program. The proposed program is a unique offering at UAB as it includes two years of a solid educational foundation in basic science, math, and core education, and extends foundational learning in the last two years of the degree by teaching concepts of clinically applied biology and chemistry in an integrated and systems-based approach. This extension will broaden the students' understanding of life sciences in the context of human health and disease risk, diagnosis, management, and treatment. In addition, the proposed program at UAB will differ from other Alabama programs in three key areas:

- 1) Instruction in complementary disciplines available on UAB campus such as nutrition and genetics.
- 2) An integrated approach to the basic health sciences.

- 3) Twelve hours of elective credit that can be directed to preparation for the student's graduate area of interest.

The School of Health Professions has nine graduate programs conferring master's and doctorate degrees in various areas of health services and professional preclinical training. Enrollment in the current School of Health Professions graduate programs has experienced a 40 percent increase over the past five years. According to UAB officials, the school has a growing need to fill a pipeline and ensure its graduate students are well-prepared with strong backgrounds in human biology.

Student Demand: A survey of student interest was given to UAB undergraduate College of Arts and Sciences students who were enrolled as "Undecided Pre-Health" students to determine their interest in pursuing a Biomedical Sciences degree if it were available along with their interest in graduate studies. Of the 319 students that responded, 73 percent of the students indicated that they were planning to seek a graduate degree in the health sciences and 68 percent indicated they would, or possibly would, select Biomedical Science as their major if it were offered.

The same survey was given to students interested in Health Professions at the 2012 UAB Day for high school students. Of the 38 surveys collected, 63 percent indicated they were planning to seek a graduate degree in the health sciences and 79 percent indicated that they would, or possibly would, select biomedical sciences as their major if offered.

Resources:

Faculty:

Current Primary Faculty—

Full-time: 1

Part-time: 0

Support Faculty—

Full-time: 8

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: The Department of Clinical and Diagnostic Sciences has nine centralized support staff to meet the needs of all academic programs within the department including general support, admissions, information systems, and instructional design. In addition to the centralized support staff already in place, it is anticipated that a dedicated program manager will be hired to coordinate the proposed program.

Equipment: It is not anticipated that any new or specialized equipment will be required for the program.

Facilities: The School of Health Professions utilizes classroom, clinical simulation, and skills laboratory space administrated by the UAB Learning-Resources Center (LRC). In addition, the Department of Clinical and Diagnostic Sciences maintains laboratory space for other programs within the department that will be available for use by the Biomedical Sciences program as needed. Other than current facilities improvement plans to support existing programming, no additional facilities or renovations will be required

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Program Budget: The proposal projected that a total of \$417,781 in estimated new funds will be required to support the proposed program. A projected total of \$2,269,308 will be available from tuition and internal reallocation.

Attachment 3

**The University of Alabama at Birmingham
 Bachelor of Science in Biomedical Sciences**

Biomedical Sciences Proposed Program of Study						
	Fall Semester			Spring Semester		
	Course	Course Title	HR S	Course	Course Title	HR S
Freshman Year	EH 101	English Composition I	3	EH 102	English Composition II	3
	BY 123	Gen Biology I	4	BY 124	Gen Biology II	4
	CH 115/116	Gen Chem I	4	Ch 117/118	Gen Chem II	4
	HRP 101	Freshman Year Experience	3	MA 125	Calculus I	4
		Core II - Fine Arts	3		Core IV - History	3
		Total Credits:		17	Total Credits:	
Sophomore Year	CH 235/236	Organic Chemistry I	4	CH 237/238	Organic Chemistry II	4
	PH 201	Physics I	4	PH 202	Physics II	4
	PY 101	Psychology	3	PY 218	Abnormal Psychology	3
		Core II - Literature	3		Core II or IV (History or Lit sequence)	3
	CM 101	Core II - Public Speaking	3	ASH 350	Medical Terminology	3
		Total Credits:		17	Total Credits:	
Junior Year	CDS 4xx	Clin Biochem and Correlations	3	NTR 3xx	Nutrition in Health and Disease	2
	BMS 3xx	Clinical Anatomy and Histology	4	BMS 4xx	Clinical Pharm and Phys I	4
	BMS 4xx	Clinical Cell Biology	3	BMS 3xx	Clinical Micro and Immunology	4
		Core II or Core IV (based on seq)	3	CDS 460	Research Design and Statistics	3
		Elective	3		Elective	3
		Total Credits:		16	Total Credits:	
Senior Year	CDS 415	Ethics, Professionalism, and Civic Engagement	2	AHS 590	Leadership	3
	CDS 420	Competencies in Genetics for Health Professions	2	BMS xxx	Capstone Experience	4
	BMS 4xx	Clinical Pharm and Phys II	4	BMS 4xx	Pathologic Disease	4
	BMS 4xx	Clinical Neuroscience	3	AHS 375	Epidemiology	3
		Elective	3		Elective	3
		Total Credits:		14	Total Credits:	
Total Credits for Degree:						132
Footnotes should be placed in this area:						
<ul style="list-style-type: none"> NOTE: English/Math determined by Placement or AP credit. A 6 semester hour sequence either in literature or in history is required. If a second literature is chosen, 3 hrs of HY/SBS must be taken. If a second history is chosen, 3 hrs of Hum & Fine arts must be taken. 						

DECISION ITEM C-18: The University of Alabama in Huntsville, Bachelor of Science in Aerospace Engineering (BSAE) in Aerospace Engineering (CIP 14.0201)

EXECUTIVE SUMMARY

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

Program Objective: To elevate the current concentration in Aerospace Engineering to the Bachelor of Science in Aerospace Engineering (BSAE) in Aerospace Engineering.

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

Mode of Delivery: According to the proposal, it is likely that some courses within the proposed program will be developed in an on-line distance learning format in the future.

Similar Programs: Baccalaureate programs similar to the proposed program listed at CIP 14.0201 in the Academic Program Inventory are located at the University of Alabama (Bachelor of Science in Aerospace Engineering, BSAE); and Auburn University (Bachelor of Aerospace Engineering, BAE).

Collaboration: According to the proposal, the College of Engineering at UAH will continue to partner with Oakwood University for the 3-2 dual degree program. UAH is also working with the University of North Alabama to develop a 3-2 dual degree program as well. These programs serve to provide engineering degrees to students at universities that don't have engineering programs. There is no cost required to collaborate with these universities.

Resources: The proposal projected that no new funds will be required to support the proposed program. A total of \$11,037,312 will be available through internal reallocation, and tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program will be an elevation of an existing concentration.
2. According to the proposal, there will be no changes to the curriculum, faculty, or facilities for the program.
3. No additional resources will be required to support the proposed program.

DECISION ITEM C-18: The University of Alabama in Huntsville, Bachelor of Science in Aerospace Engineering (BSAE) in Aerospace Engineering (CIP 14.0201)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed BSAE in Aerospace Engineering.

Implementation Date: The proposed program will be implemented in August 2013. Based on Commission policy, the proposed program must be implemented by June 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2013-14, will be at least 125, 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 44, 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.

The University of Alabama in Huntsville (UAH) 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. The University of Alabama in Huntsville program proposal, submitted March 15, 2013; Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION The University of Alabama in Huntsville
 PROGRAM BSAE in Aerospace Engineering (CIP 14.0201)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	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

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$1,597,176	\$1,203,640	\$810,104	\$416,568	\$23,032	\$4,050,520
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$480,328	\$937,928	\$1,395,528	\$1,853,128	\$2,319,880	\$6,986,792
TOTAL	\$2,077,504	\$2,141,568	\$2,205,632	\$2,269,696	\$2,342,912	\$11,037,312

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	210	215	193	229	236	217
NEW ENROLLMENT HEADCOUNT	44	84	124	166	209	125
DEGREE COMPLETION PROJECTIONS	42	43	44	46	47	44

Attachment 2

Summary of Background Information

Bachelor of Science in Aerospace Engineering (BSAE) in Aerospace Engineering
The University of Alabama in Huntsville

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

Objectives: To elevate the current concentration in Aerospace Engineering to the BSAE in Aerospace Engineering.

According to UAH officials, the current name is viewed by many to be a general engineering degree and conveys the mistaken impression of a general engineering degree with a few specific courses justifying the "Aerospace" nomenclature. On the contrary, the program has historically provided in-depth studies. This perception affects the employability of graduates in industry and government, as well as having a negative perception as related to preparation for graduate studies in Aerospace Engineering.

The Aerospace Engineering concentration at UAH has existed since 1992 and has been continuously accredited by ABET since 2002 using both Mechanical and Aerospace Engineering criteria. Over the past five years, over 250 degrees have been awarded in Mechanical Engineering with the aerospace engineering concentration and over 320 degrees have been awarded in the Mechanical Engineering program. Thus, more than one-third of the degrees awarded in Mechanical Engineering are with the Aerospace concentration.

Administration: The program will be administered by the UAH College of Business Engineering, Dr. Shankar Mahalingam, dean, and by the Department of Mechanical and Aerospace Engineering, Dr. D. Keith Hollingsworth, chairperson.

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

Accreditation: According to the proposal, UAH's engineering programs are accredited by the Accreditation Board for Engineering and Technology (ABET). The current aerospace engineering concentration has been ABET accredited continuously since 2002, with the most recent evaluation in 2009. As a result of that evaluation, the program earned a six-year accreditation period. The next ABET evaluation will occur in the fall of 2015.

Curriculum: No new courses will be added for the program.

The program will have the following requirements for completion:

Credit hours required in the major: 65 semester hours (sh)
Credit hours required in minor courses: n/a
Credit hours required in general education or core curriculum: 61 sh
Credit hours in required or free electives: 6 sh
Total semester hours required: 132 sh

Students currently enrolled in the aerospace engineering concentration take a two-course capstone experience. The first course is Mechanical Engineering Design (MAE 490) in which all students in the Mechanical Engineering program enroll. This course is 3 credit hours. Students work in teams to identify an engineering problem, propose engineering solutions, develop and work from a budget, and begin work on simulation and modeling. For the second course, students choose one of Aerospace Design (MAE

492), Rocket Design (MAE 493), or Aircraft Design (MAE 494). The second course is also 3 credit hours. In the second course, students optimize their engineering design and present their work in both a written report and a public presentation.

Collaboration: According to the proposal, the College of Engineering at UAH will continue to partner with Oakwood University for the 3-2 dual degree program. UAH is also working with the University of North Alabama to develop a 3-2 dual degree program as well. These programs serve to provide engineering degrees to students at universities that don't have engineering programs. There is no cost required to collaborate with these universities.

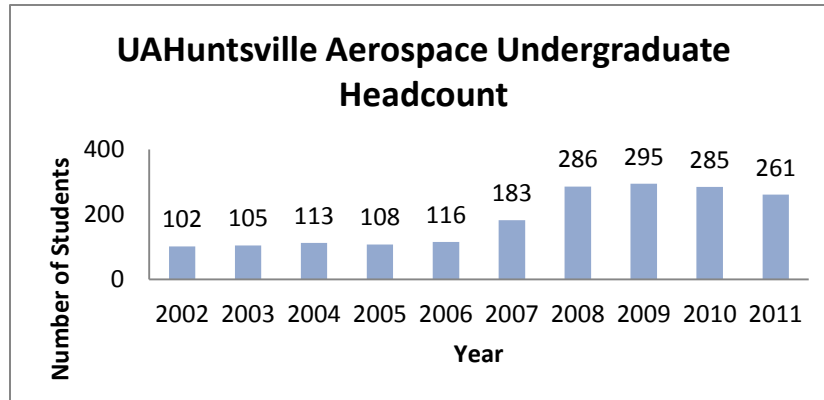
Distance Education: According to the proposal, it is likely that some courses within the proposed program will be developed in an on-line distance learning format in the future.

Admissions: All students who meet the enrollment requirements for the College of Engineering may enroll as Aerospace Engineering students. The enrollment requirements for first-time freshman are a minimum of 21 on the ACT, or 990 on the SAT, and a minimum 2.0 high school grade point average. The enrollment requirement for transfer students is a minimum 2.0 grade point average from the transferring institution.

Need: Auburn University and the University of Alabama both offer baccalaureate degrees in Aerospace Engineering. These institutions are 208 and 153 miles respectively, south of UAH.

UAH has offered the aerospace engineering concentration within the Bachelor of Science in Engineering in Mechanical Engineering since 1992. The aerospace engineering concentration has been ABET accredited continuously since 2002. Over the past five academic years, the aerospace engineering concentration has seen over 1400 enrolled students and over 250 degrees have been awarded with Aerospace Engineering as the chosen concentration. According to the U.S. Bureau of Labor Statistics in May 2011, Huntsville, Alabama had the largest area of aerospace engineering jobs in the United States. This concentration has been crucial in meeting workforce needs in this region and the program name change from the Bachelor of Science in Engineering in Mechanical Engineering with a Concentration in Aerospace Engineering to the Bachelor of Science in Aerospace Engineering will further assist in enabling students to be perceived as having the appropriate qualifications. UAH's aerospace engineering concentration also fills a need for "academic common market" non-Alabama resident students whose state public institutions do not offer any Aerospace Engineering programs.

Student Demand: Student demand was determined by a successful aerospace engineering concentration that is currently being offered at UAH. According to institutional representatives, the enrollment accounts for approximately 40 percent of the Mechanical and Aerospace engineering undergraduate headcount. Table I below shows the enrollment of aerospace engineering concentration students from 2002 through 2012. The enrollment has more than doubled over 10 years with an annual percentage growth of 27.2 percent. Over the five year period from 2007 to 2011, the annual percentage growth was 10.7 percent.



Aerospace Engineering Program Undergraduate Enrollment from 2002-2012

Resources:

Faculty:

Current Primary Faculty to teach in the program—

Full-time: 8

Part-time: 5

Support Faculty—

Full-time: 16

Part-time: 5

Additional Faculty employed to teach in the first five years:

Primary Faculty:

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

New faculty for the aerospace engineering concentration should have an earned Ph.D. degree in Aerospace Engineering or a related field and preferably a BS degree in Aerospace Engineering. These members of the faculty must evidence the ability to develop an externally funded research program, have a strong commitment to teach and mentor undergraduate and graduate students, and have an interest in performing university and professional service.

Support Staff: The Department of Mechanical and Aerospace Engineering has administrative assistants, laboratory and computer technicians, and advising staff that support both the mechanical and aerospace programs. No additional support staff will be needed.

Equipment: No new equipment will be required.

Facilities: Existing facilities will be used for the proposed program. No additional facilities will be necessary.

Library: The UAH library has appropriate collections relating to Mechanical and Aerospace Engineering. No new collections will be necessary.

Program Budget: The proposal projected that no new funds will be required to support the proposed program. A total of \$11,037,312 will be available through internal reallocation, and tuition.

Attachment 3

The University of Alabama in Huntsville
BSAE in Aerospace Engineering

Appendix A

2012-2013 Aerospace Engineering Program concentration Curriculum

Fall

EH 101 – Freshman Comp
MA 171 – Calculus A
CH 121 – General Chemistry 1
CH 125 – General Chemistry Lab 1
MAE 110 – Intro to Engineering CAD
HSBS/HFA 3 Semester hours
16 Hours

Spring

EH 102 – Freshman Comp 2
MA 172 – Cal B
PH 111 – General Physics w/ Cal A
PH 114 – General Physics Lab 1
MAE 100 – Intro to MAE
HSBS/HFA 3 Semester hours
17 hours

Year 1: 33 Total

Fall

MA 201 - Calculus C
PH 112 - General Physics w/ Cal B
PH 115 - General Physics Lab
MAE 271 - Statics
MAE 200 -Principles of Aeronautics and
Astronautics
MAE 285 – Num. Methods & Comp 1
16 Hours

Spring

MA 238 - Applied Differential Equations
Science Elective (CH/PH)
MAE 272 - Dynamics
MAE 370 - Mechanics of Materials
MAE 385 - Numerical Methods and
Computation 2
16 Hours

Year 2: 32 Hours

Fall

EE 213 - Electrical Circuit Analysis 1
MAE 310 - Fluid Mechanics 1
MAE 341 - Thermodynamics 1
MAE 371 - Aerospace Structures
HSBS/HFA 3 hours
HSBS/HFA 3 hours
18 Hours

Spring

ISE 321 Engineering Economy
MAE 311 Prin of Measurement &
Instrumentation
MAE 420 Compressible Aerodynamics
MAE 488 Analysis of Engineering Systems
HSBS/HFA 3 hours
HSBS/HFA 3 hours
18 Hours

Year 3: 36 Hours

Fall

MAE 430 - Fundamentals of Aerodynamics
MAE 440 - Rocket Propulsion 1
or
MAE 441 - Air breathing Propulsion
MAE 450 - Intro to Heat and Mass Transfer
MAE 490 - Intro to Engineering Design
Technical Elective 3 hours
16 Hours

Spring

MAE 471 - Advanced Aerospace Structures
and Materials
MAE 468 - Elements of Spacecraft Design
MAE 480 - Aircraft Stability and Control
MAE 49X – Aerospace, Aircraft, or Rocket
Design
Technical Elective 3 hours
15 Hours

Year 4: 31 Hours

Total: 132 Hours

DECISION ITEM C-19: The University of West Alabama, Bachelor of Science in Exercise Science (CIP 31.0505)

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: Graduates of the proposed Exercise Science program will: a) apply scientific knowledge in a practical setting; b) demonstrate interdisciplinary competency in physical education, athletic training, and exercise science; c) demonstrate critical thinking skills through course and laboratory work; d) demonstrate creative problem solving through course and laboratory work; and e) develop professional skills through participation in and conducting scientific research.

Role: The University of West Alabama (UWA) is approved to offer programs at the baccalaureate level. The approval of this program will expand this role to the academic subdivision "Parks, Recreation, Leisure & Fitness Studies."

Mode of Delivery: According to UWA officials, it anticipates that the majority of the courses will continue to be taught through traditional means.

Similar Programs: The University of Alabama has a PhD program in Human Performance located at CIP 31.0505. Troy University was recently approved to offer the Bachelor of Science in Exercise Science at the March 15, 2013 Commission meeting.

Collaboration: According to the proposal, UWA is not currently seeking collaboration with other institutions in the state at this time; however, there is a possibility of establishing research relationships with area medical centers in the future.

Resources: A total of \$126,356 in new funds will be needed for the program over the first five years. A total of \$1,640,880 will be available through tuition over that period.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed Exercise Science program is comprehensive in nature, and contains courses from the College of Natural Sciences and Mathematics, as well as Physical Education, and Athletic Training.
2. The proposed program will be the elevation of a current emphasis at UWA.
3. The BS in Exercise Science prepares students for careers in health, personal training, strength and conditioning, coaching, occupational therapy, and physical therapy, to name a few.

DECISION ITEM C-19: The University of West Alabama, Bachelor of Science in Exercise Science (CIP 31.0505)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science (BS) in Exercise Science 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 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2013-14, will be at least 6, based on the proposal.
2. That the annual average number of graduates for the period 2014-15 through 2017-18 (four-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or enrolling in 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.

The University of West Alabama 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. The University of West Alabama program proposal, dated February 19, 2013. 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 West Alabama

PROGRAM Bachelor of Science in Exercise Science

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM						
	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
FACULTY	\$4,952	\$4,952	\$4,952	\$54,000	\$54,000	\$122,856
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$500	\$500	\$500	\$1,500	\$500	\$3,500
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$5,452	\$5,452	\$5,452	\$55,500	\$54,500	\$126,356

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT						
	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$204,600	\$286,440	\$372,360	\$368,280	\$409,200	\$1,640,880
TOTAL	\$204,600	\$286,440	\$372,360	\$368,280	\$409,200	\$1,640,880

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS						
	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
HEADCOUNT ENROLLMENT	25	35	40	45	50	39
NEW ENROLLMENT HEADCOUNT	3	4	6	9	10	6
						4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	8	10	11	12	10

Attachment 2

Summary of Background Information

Bachelor of Science Exercise Science
The University of West Alabama

Role: The University of West Alabama (UWA) is approved to offer programs at the baccalaureate level. The approval of this program will expand this role to the academic subdivision, "Parks, Recreation, Leisure & Fitness Studies."

Objectives: Graduates of the proposed Exercise Science program will: a) apply scientific knowledge in a practical setting; b) demonstrate interdisciplinary competency in physical education, athletic training, and exercise science; c) demonstrate critical thinking skills through course and laboratory work; d) demonstrate creative problem solving through course and laboratory work; and e) develop professional skills through participation in and conducting scientific research.

Administration: The program will be administered by the College of Education, Dr. Kathy Chandler, dean, and the Department of Physical Education and Athletic Training, Dr. R. T. Floyd, Chairperson.

Accreditation: According to the proposal, since the proposed Exercise Science program will be a non-teaching degree, accreditation will not be sought.

Curriculum: The proposed curriculum is based on an existing emphasis. New courses will not be added for the program at this time. As the proposed program grows, new courses will be offered.

The program will have the following requirements:

Credit hours required in major:	60 sh
Credit hours in general education:	60 sh
Credit hours required in free elective:	0 sh
Total:	120 sh

According to UWA officials, a nine-hour internship, consisting of a 360 clock-hour field experience, is required of all Exercise Science students.

Collaboration: According to the proposal, although UWA is not currently seeking collaboration with other institutions in the state, a strong possibility exists in establishing a research relationship with area medical centers.

Distance Education: According to UWA officials, it anticipates that the majority of the courses will continue to be taught through traditional means.

Admissions: Admission to and retention in the non-teaching programs are consistent with the general policies for admission and retention for UWA. Incoming freshmen who are graduates of accredited secondary schools, who have graduated with at least a "C" average on all high school work attempted, may be considered for admission to UWA by presenting the following: (1) a high school transcript showing date of graduation and credit for a minimum of fifteen acceptable units, and (2) acceptable scores on either the American College Test (ACT) or Scholastic Aptitude Test (SAT). Such graduates who have a composite ACT score or SAT score which indicates that they can do acceptable work at UWA and who have satisfactory grades in academic subjects in high school may be admitted directly by the admissions office.

Individuals who do not meet the general admission requirements for freshmen, but who are judged to have potential for success may be approved for conditional admission to the university.

Need: According to UWA officials, over the last fifteen years, exercise science has distinguished itself from physical education due in part to the advancement of scientific research in the area. According to the American College of Sports Medicine, exercise science prepares students for careers in dietetics and sports nutrition, exercise epidemiology, primary care sports medicine, health promotion, kinesiology, exercise physiology, and biomechanics. Due to advances in exercise science, athletes are benefiting by increased performance, reduced occurrence of injury, lighter and stronger equipment, and enhanced biomechanical techniques. Exercise science research has also served the general population by increasing awareness of the deleterious effects of a sedentary lifestyle, enhancing personal exercise regimens, and ultimately improving cardiovascular health. This, coupled with the obesity epidemic, is increasing the need for exercise scientists.

UWA seeks to assist in meeting this demand by offering the proposed Exercise Science program. Currently, physical education majors at UWA are limited to an exercise science emphasis, which is insufficient to meet the needs of students interested in careers in exercise science. Assessment and evaluation will focus on program enrollment, retention rate, number of degrees conferred, and graduate admissions.

Student Demand: According to UWA officials, student demand was determined by enrollment in the exercise science emphasis currently at UWA. A total of 72 students are currently enrolled in the emphasis.

Resources:

Faculty/Staff:

Current Primary Faculty—

Full-time: 2

Part-time: 1

Current Support Faculty—

Full-time: 0

Part-time: 0

Additional qualified faculty to be hired:

Primary Faculty

Full-time: 1

Part-time: 2

Support Staff: No additional support staff is anticipated.

Equipment: No additional equipment is necessary for the proposed program.

Facilities: The Department of Physical Education and Athletic Training is housed in Bibb Graves Hall, where there is adequate classroom space to accommodate the proposed program. Each classroom has a computer, projector, and a SmartBoard. In addition, there are currently two College of Education computer labs to which students have access throughout the day.

Library: According to the Collection Assessment Manual of the Network of Alabama Academic Libraries, UWA's Tutwiler Library is classified as a medium program (Master's Colleges and Universities) by the Carnegie Classification system. With over 250,000 titles, the Tutwiler library has sufficient resources to support a baccalaureate program in Exercise Science. In addition to housing a quality book collection, the library subscribes to over 31 online full text databases that specifically support physical education and exercise science.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, June 14, 2013

Program Budget: A total of \$126,356 in new funds will be needed for the program over the first five years. A total of \$1,640,880 will be available through tuition over that period.

Attachment 3

Bachelor of Science in Exercise Science
Curriculum

FALL SEMESTER		SPRING SEMESTER		Year	
AT 100 Introduction to Art; MU 100 Introduction to Music; TH 100 Introduction to Theater OR HR 100 Honors Forum (1) or HR 200 Honors Special Topics: Interdisciplinary (2)	3	CH 111 General Chemistry I (Prerequisite: MH 113. Students with an ACT math subscore of 23 or higher may take CH 111 concurrently with MH 113)	4	4	
BY 101 Principles of Biology & BY 101L Principles of Biology Lab OR BY 103 Honors Biology & BY 103L Honors Biology Lab	4	EH 102 Written English II (EH 101) or EH 104 Honors English II	3		
EH 101 Written English I (EH 099 if English ACT <18) or EH 103 Honors English I	3	MH 113 Pre-Calculus Algebra ("C" or higher in MH 101, an ACT math subscore of 20 or higher, or other appropriate standardized test scores.) (MH 101 if Math ACT <20, MH 081 if <16, MH 080 if <14)	3		
PE 100 Tennis; PE 102 Pickleball; PE 108 Archery; PE 111 Walking; PE 112 Jogging; PE 113 Aerobics; PE 116 Weight Training; PE 121 Coed Basketball**	1	PE 103 Racquetball; PE 106 Golf; PE 111 Walking; PE 112 Jogging; PE 113 Aerobics; PE 116 Weight Training; PE 124 Volleyball**	1		
PE 251 Concepts in Health, Wellness, and Fitness	3	PE 250 First Aid and CPR Professional Rescuer/AED	1		
UWA 101 Freshman Seminar	2	SH 100 Speech or SH 150 Professional Speaking	3		
TOTAL	16		15		31

FALL SEMESTER		SPRING SEMESTER		Year	
AN 100 Introduction to Anthropology; EC 201 Microeconomics; EC 202 Macroeconomics (EC 201); GY 100 Introduction to Geography; PS 110 American Government; PY 100 General Psychology; SY 100 Sociology; SY 110 Social Problems (If considering converting to PE Sports Management Emphasis, then EC 201 & EC 202 should be taken and PY 100 or SY 100)	3	BY 232 Anatomy & Physiology II & BY 232L Anatomy & Physiology II Lab (BY 231)	4	4	
BY 231 Anatomy & Physiology I & BY 231L Anatomy and Physiology I Lab (BY 101 or BY 103)	4	EH 222 British Literature II ("C" or above in EH 102 or EH 104); EH 232 American Literature II ("C" or above in EH 102 or EH 104) or EH 244 Honors Literature II	3		
EH 221 British Literature I ("C" or above in EH 102 or EH 104); EH 231 American Literature I ("C" or above in EH 102 or EH 104) or EH 243 Honors Literature I	3	EX 242 Flexibility or EX 246 Endurance Training**	2		
EX 240 Foundations of Exercise Science**	3	HY 102 Western Civilization II (HY 101); HY 212 American History II or HY 103 Honors History II	3		
HY 101 Western Civilization I; HY 211 American History I or HY 103 Honors History I	3	PE 373 Introduction to Athletic Training (PE 250 and PE 200 or PE 240 and 6 hours of Athletic Training or Physical Education)**	3		
TOTAL	16		15		31

*FALL SEMESTER	SPRING SEMESTER	SUMMER SEMESTER	Year	
EX 241 Strength, Speed and Power Training ***	2	EX 449 Exercise Science Internship***	9	
EX 345 Motor Learning and Motor Development (BY 231 and PE 200 or PE 240 and 6 hours of Athletic Training or Physical Education)	3			
EX 421 Measurement and Evaluation in Human Performance (PE 200 or PE 240 and 6 hours of Athletic Training or Physical Education)***	3			
EX 443 Kinesiology (BY 231 and AH 200 or PE 200 or PE 240 and 6 hours of Athletic Training or Physical Education)**	3			
EX 451 Exercise Prescription***	3			
PH 201 College Physics I (MH 113 or higher) ***	4			
TOTAL	18	16	9	43

FALL SEMESTER	SPRING SEMESTER	Year
AN 100 Introduction to Anthropology; EC 201 Microeconomics; EC 202 Macroeconomics (EC 201); GY 100 Introduction to Geography; PS 110 American Government; PY 100 General Psychology; SY 100 Sociology; SY 110 Social Problems (If considering converting to PE Sports Management Emphasis, then EC 201 & EC 202 should be taken and PY 100 or SY 100)	3	
EX 442 Sport and Exercise Nutrition (BY 231)***	3	
PE 465 Psychology & Sociology of Human Performance***	3	
PE or AT 300 – 400 level approved 3 hour course elective	6	
TOTAL	15	15

OVERALL PROGRAM REQUIREMENT HOURS = 120

**These courses are taught only in the semesters where listed, but may also be taught in the summer.

**These courses are taught only once a year in the semesters where listed.

DECISION ITEM C-20: Troy University, Bachelor of Science in Physics (CIP 40.0801)

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: The proposed Physics program seeks to (1) develop the professional skills and academic competencies of students in the sciences; (2) encourage the creation and use of essential academic and operational resources for creative activities and research; (3) further competencies in the field of modern physics for current and prospective teachers; (4) provide services to a variety of public agencies and institutions to enhance the well-being of Troy University and its commitment to the global community; (6) promote the development of intellectual inquiry and the desire for life-long learning.

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

Mode of Delivery: According to the proposal, online delivery will not be an option at this time for the proposed Physics program.

Similar Programs: The following institutions have Physics programs listed at CIP 40.0801: the University of Alabama (BS), the University of Alabama at Birmingham (BS), Auburn University (BS), Alabama State University (BS), Alabama A&M University (BS), the University of Alabama in Huntsville (BS), the University of North Alabama (BS, BA), and the University of South Alabama (BS).

Collaboration: According to institutional officials, plans have not been made to collaborate with other institutions at this time. However, collaboration would be considered should an opportunity arise.

Resources: A total of \$46,000 in estimated new funds will be needed for the program over the first five years. A total of \$945,000 will be available through internal reallocation and tuition.

Public Review: The program was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed Physics program will prepare students for research and further graduate study.
2. The proposed program will be the elevation of a current Physics minor at TROY.
3. According to TROY officials, the need for post-secondary physics instructors is expected to increase from 2010 thru 2020.

DECISION ITEM C-20: Troy University, Bachelor of Science in Physics (CIP 40.0801)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science (BS) in Physics 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 14, 2015, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2013-14, will be at least 9, based on the proposal.
2. That the annual average number of graduates for the period 2015-16 through 2017-18 (three-year average) will be at least 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, 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, submitted March 15, 2013. 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 Science in Physics (CIP 40.0801)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
FACULTY	\$0	\$0	\$0	\$10,000	\$10,000	\$20,000
LIBRARY	\$0	\$0	\$0	\$5,000	\$5,000	\$10,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$8,000	\$8,000	\$16,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$23,000	\$23,000	\$46,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
INTERNAL REALLOCATIONS	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$40,000	\$96,000	\$176,000	\$256,000	\$352,000	\$920,000
FEES	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$45,000	\$101,000	\$181,000	\$261,000	\$357,000	\$945,000

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2013-14	2014-15	2015-16	2016-17	2017-18	5-YEAR AVERAGE
HEADCOUNT ENROLLMENT	5	12	22	32	44	23
NEW ENROLLMENT HEADCOUNT	5	7	10	10	12	9
DEGREE COMPLETION PROJECTIONS	0	0	6	8	10	3-YEAR AVERAGE 8

Attachment 2

Summary of Background Information

Bachelor of Science in Physics
Troy University

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

Objectives: The proposed Physics program seeks to (1) develop the professional skills and academic competencies of students in the sciences; (2) encourage the creation and use of essential academic and operational resources for creative activities and research; (3) further competencies in the field of modern physics for current and prospective teachers; (4) provide services to a variety of public agencies and institutions to enhance the well-being of Troy University and its commitment to the global community; (6) promote the development of intellectual inquiry and the desire for life-long learning.

Program outcomes will be assessed by the following:

- 1) Specific assessment of course objectives, using rubrics developed by the physics faculty.
Assessment of subtopics include:
 - a. Classical Mechanics and Relativity.
 - b. Electromagnetism.
 - c. Optics and Waves, Thermodynamics, and Statistical Mechanics.
 - d. Quantum Mechanics and Atomic Physics.
 - e. Special Topics.
 - i. Nuclear and particle physics (fission and fusion, nuclear reactions, nuclear properties, radioactive decay, particles and interactions).
 - ii. Laboratory methods (counting statistics, data and error analysis, dimensional analysis, electronics, instrumentation, lasers).
 - iii. Lagrangian and Hamiltonian formalism (Lagrange's equations of motion, Hamilton's equations of motion).
- 2) The Graduating Senior Survey administered by the Office of Institutional Research, Planning, and Evaluation.
- 3) The university's annual alumni survey administered by the Office of Institutional Research, Planning, and Evaluation.
- 4) A survey of all students graduating with the Physics major to determine the rate at which the students obtain employment or admission to graduate school.
- 5) General annual evaluation of the major through the University's established assessment protocols, conducted by the Physics faculty and reviewed by college and university leadership and the Office of Institutional Research, Planning and Evaluation.
- 6) Review of the major prepared by the Dean of the College for presentation at the annual Chancellor's briefing.

Administration: The program will be administered by the Department of Chemistry and Physics (Dr. Govind Menon, Chairperson) in the College of Arts and Science (Dr. Jim Rinehart, Dean).

Peer Review: Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Chief Academic Officers (CAOs). There were questions from one institution regarding the program proposal. Those concerns were addressed by TROY officials.

Accreditation: There is no specialized accrediting agency for the proposed program.

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

Course Number	Course Name	Semester Hours
PHY 3320	Mathematical Methods for Physicists	3 hrs
PHY 3325	Thermodynamics	3 hrs
PHY 4440	Dynamics of Particles and Systems	3 hrs
PHY 4435	Electricity and Magnetism	3hr
PHY 4445	Quantum Mechanics - 1	3 hrs
PHY 4446	Quantum Mechanics - II	3 hrs
PHY 4470	Nuclear Physics	3 hrs.
PHY 4472	Equations of Mathematical Physics	3 hrs.
PHY 4475	Particle Physics	3 hrs.
PHY 4478	Introduction to General Relativity	3 hrs.
PHY 4480	Black Holes and Cosmology	3 hrs.
PHY 4482	Introduction to String Theory	3 hrs.

Program Completion Requirements

Credit hours required in major: 36 semester hours (sh)
Credit hours in general education: 61 sh
Credit hours in required in free electives: 5 sh
Credit hours in required minor: 18 sh
Total credit hours required for completion: 120 sh

Collaboration: According to institutional officials, plans have not been made to collaborate with other institutions at this time. However, collaboration would be considered should an opportunity arise.

Distance Education: According to the proposal, online delivery will not be an option at this time for the proposed Physics program.

Admissions: Students admitted to the proposed program must meet TROY's admission requirements.

Need: According to university officials, although Physics programs are offered at other universities within the state, the program proposed by TROY differs sufficiently. The proposed Physics program at TROY will provide an opportunity for students from the southeast region of Alabama and/or throughout the state to pursue a program in theoretical physics.

Projected job openings over the next five years indicate the following:

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	4	4	5	6	10	<u>29</u>
State	10	10	12	16	20	<u>68</u>
SREB	10	10	10	10	10	<u>50</u>
Nation	300	300	300	300	300	<u>1500</u>

According to the proposal, the Occupational Outlook Handbook summarizes the need for new physicists and astronomers:

2010 Median Pay	\$105,430 per year \$50.69 per hour
Entry-Level Education	Doctoral or professional degree
Work Experience in a Related Occupation	None
On-the-job Training	None
Number of Jobs, 2010	20,600
Job Outlook, 2010-20	14% (About as fast as average)
Employment Change, 2010-20	2,800

Additionally, the need for physics teachers is expected to increase as well over the next several years:

Occupational Title	SOC Code	Employment, 2010	Projected Employment, 2020	Change, 2010-20	
				Percent	Numeric
Post-Secondary Teachers	25-1000	1,756,000	2,061,700	17	305,700

SOURCE: U.S. Bureau of Labor Statistics, Employment Projections program

Student Demand: According to the proposal, a comprehensive survey of the past two years was conducted by TROY officials. Approximately 20 students in the last two years responded positively in support of the new Physics program. Additionally, there is an expectation that students who are currently minoring in Physics would pursue the proposed degree program if one were offered at TROY.

Resources:

Faculty/Staff:

Current Primary Faculty--

Full-time: 4

Part-time: 0

Current Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty:

Primary Faculty—

Full-time: 0

Part-time: 1

Support Faculty—

Full-time: 0

Part-time: 0

At this time, no new full-time faculty will be needed. However, in the future as the program enrollment increases, a full-time faculty position will be considered as needed. One part-time faculty member is included in the five year planning for years four and five.

Support Staff: No new staff members are needed at this time to launch the proposed program.

Equipment: No additional equipment will be needed.

Facilities: Current facilities housing various science and math programs at TROY will be adequate to launch the proposed program. The facilities include classrooms, specialized laboratories, and faculty offices.

Library: According to the proposal, the TROY's library system has more than 581,000 volumes, 485,000 book titles, and 2,154,000 microforms. TROY's library system also has 29,612 periodical subscriptions, of which 1,076 are in print. As of February 2012, there were 58,310 electronic books (eBooks) available online that support the university's curriculum. The Troy University library system belongs to the Network of Alabama Academic Libraries (NAAL), and participates in reciprocal Interlibrary Loan (ILL) agreements with fellow NAAL institutions. The libraries in the Troy University library system also engage in resource sharing in the Online Computer Library Center's (OCLC) ILL system.

Program Budget: A total of \$46,000 in estimated new funds will be needed for the program over the first five years. A total of \$945,000 will be available through internal reallocation and tuition.

Attachment 3

**Troy University
Bachelor of Science in Physics**

General Studies Requirements AREA 1 (6SH)

ENG 1101 (3) Composition & Modern English I
ENG 1102 (3) Composition & Modern English II

AREA II 13SH

Must complete a six hour sequence in World/British/American Literature or U. S Western Civilization/World History (Area II and/or IV.) A total of 6 hours from Area II and /or Area IV must be international in scope. International classes are indicated by ().*

COM 2241 (3) Fundamentals of Speech

Complete (4) Semester Hours.

ART 1133* (2) Visual Arts

MUS1131* (2) Music Appreciation

DRA 2200 (2) Introduction to Drama

Complete (3) Semester Hours.

ENG 2205* (3) World Literature before 1660

ENG 2206* (3) World Literature after 1660

ENG 2211 (3) American Literature before 1875

ENG 2212 (3) American Literature after 1875

ENG 2244 (3) British Literature before 1785

ENG 2245 (3) British Literature after 1785

Complete (3) Semester Hours

CLA 2260* (3) Classical Mythology

ENG 2205* (3) World Literature before 1660

ENG 2206* (3) World Literature after 1660

ENG 2211 (3) American Literature before 1875

ENG 2212 (3) American Literature after 1875

ENG 2244 (3) British Literature before 1785

ENG 2245 (3) British Literature after 1785

FRN 1101* (3) Introductory French I

GER 1121* (3) Introductory German I

GRK1111* (3) Introductory Greek I

LAT 1131* (3) Introductory Latin I

PHI 2203 (3) Introduction to Philosophy

PHI 2204 (3) Ethics and Modern World

REL 2280* (3) World Religions

IDS 2200 (3) Crossroads: Soph. Inter. Sem. In Creative Thinking

SPN1141* (3) Introductory Spanish

AREA III (12 SH)

BIO 1100 (3) Principles of Biology

BIO L100 (1) Principles of Biology Lab

MTH1125 (4) Calculus I

Select a four (4) hours course/lab combination from the following:

CHM1142 (3) General Chemistry I

CHM L142 (1) General Chemistry I Lab

SCI 2234 (3) Earth & Space Science

SCI L234 (1) Earth & Space Science Lab

AREA IV (12 SH)

Complete Semester Hours

HIS 1101 (3) Western Civilization

HIS 1101 (3) Western Civilization

HIS 1111 (3) U.S. to 1877

HIS 1112 (3) U.S. since 1877

HIS 1122* (3) World History to 1500

HIS 1123* (3) World History from 1500

Complete Semester Hours

ANT 2200* (3) Anthropology

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ECO 2251*	(3) Principles of Macroeconomics
ECO 2252*	(3) Principles of Microeconomics
GEO 2210*	(3) World Regional Geography
HIS 1101	(3) Western Civilization
HIS 1101	(3) Western Civilization
HIS 1111	(3) U.S. to 1877
HIS 1112	(3) U.S. since 1877
HIS 1122*	(3) World History to 1500
HIS 1123*	(3) World History from 1500
POL 2260*	(3) World Politics
POL 2241	(3) American National Govt.
PSY 2200	(3) General Psychology
PSY 2210	(3) Developmental Psychology
SOC 2275	(3) Intro. To Sociology
IDS 2200	(3) Crossroad: Soph. Inter. Sem. In Creative Thinking

AREAV(18SH)

TROY 1101	(1) University Orientation
IS 2241	(3) Computer Concepts & Applications
PHY 2262	(3) Physics I with Calculus
PHY L262	(1) Physics I with Calculus Lab
MTH1126	(4) Calculus II
MTH2227	(4) Calculus III

Select 2 hours of additional electives to complete Area V

PHYSICS MAJOR: 36 hours Required Courses (20 SH)

PHY 2263	(3) Physics II with Calculus
PHY L263	(1) Physics II with Calculus Lab
MTH 3364	(3) Vector Calculus
PHY 3310	(3) Modern Physics
PHYL310	(1) Modern Physics Lab
PHY 4420	(3) Mechanics
PHY 4436	(3) Electricity & Magnetism
PHY 4445	(3) Quantum Mechanics I

Select 16 hours from the following

PHY 3459	(3) Optics
PHY L459	(3) Optics Lab
SCI 3336	(3) Principles of Astronomy
SCI L336	(1) Observational Astronomy Lab
PHY 3325	(3) Thermodynamics
PHY 4440	(3) Dynamics of Part. & Sys.
PHY 4430	(3) Electromagnetic Fields
PHY 4446	(3) Quantum Mechanics II
PHY 3320	(3) Mathematical Methods for Physicists
PHY 4472	(3) Equations of Mathematical Physics
PHY 4460	(3) Special Relativity
PHY 4470	(3) Nuclear Physics
PHY 4478	(3) Intro. To General Relativity
PHY 4480	(3) Black Holes and Cosmology
PHY 4475	(3) Particle Physics
PHY 4482	(3) Introduction to String Theory
PHY 4493-94	(3) Guided Independent Study
PHY4491-92	(3) Guided Independent Research
PHY 4495	(3) Topics in Physics

Total: 120 semester hours

DECISION ITEM D-1: Request to Amend Post-Implementation Conditions: The University of South Alabama, The MSCE in Civil Engineering (CIP 14.0801)

EXECUTIVE SUMMARY

Reason for Action: The University of South Alabama has requested a modification and an extension of post-implementation review, in order to meet the post-implementation requirement for enrollment and graduates.

Factors for Consideration:

- The request is in accordance with Commission policy (“Guidelines for Consideration of Post-Implementation Reports That Do Not Meet Approved Conditions”).
- The program did not meet the enrollment and graduation post-implementation requirements. Program officials have stated that the original projections were unreasonably high, because of the recession and difficulty in program staffing.
- The report noted that the program is the only one in the state that has a focus on coastal engineering.
- The program is expected to meet the revised requirements for enrollment and graduates in the second review period.

DECISION ITEM D-1: Request to Amend Post-Implementation Conditions:
The University of South Alabama, The MSCE in Civil
Engineering (CIP 14.0801)

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

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

- 1) That an additional review period (2012-13 through 2013-14) for the program be granted.
- 2) That, in the additional review period, the program will meet a revised enrollment requirement, an average new enrollment headcount for the 2012-13 and 2013-14 academic years of at least 10.
- 3) That, in the additional review period, the program will meet a revised graduation requirement, an average number of graduates for the 2012-13 and 2013-14 academic years of at least 5.
- 4) That the institution will submit, no later than October 1, 2014, a second post-implementation report, demonstrating that the program met the revised post-implementation conditions for enrollment and graduates.

Background: The Master of Science in Civil Engineering (MSCE) in Civil Engineering was approved by the Commission on December 8, 2008. The post-implementation report was submitted on schedule in 2012.

According to the report, the program met the condition for employment, but did not meet the conditions for enrollment and graduates. Data and commentary from the report is included in the attached summary.

Since the submission of the report, the staff has conferred with program administrators. Updated information was provided by the institution, and a request for extension of post-implementation review was submitted by USA.

The request stated the original projected new enrollment and graduation rate were overestimated. In addition, the recession had a direct impact on enrollment and on staffing for the program. The program is now fully staffed, and enrollments and program completions have increased.

In addition, program enrollment was affected by delays in implementing a master's degree requirement for professional engineering licensure by the National Council of Examiners for Engineering and Surveying (NCEES) and the State Board of Licensure for Professional Engineers. Because of the delay, expected

enrollment increases did not occur. The new education requirement for licensure is now not expected before 2020.

In discussion with the Commission staff, USA program officials stated that the program is expected to meet the revised conditions that were requested for the second review period. The staff recommends that the request for post-implementation modification and extension be approved.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.
2. Unpublished post-implementation report and post-implementation extension request, submitted by the University of South Alabama. Available upon request.
3. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

Summary of Report on Post-Implementation Conditions

The University of South Alabama

Program: Civil Engineering, MSCE, CIP 14.0801

Approved by Commission: December 8, 2006

Proposed Implementation Date: August 2007

Actual Implementation Date: August 2007 (on schedule)

Post-Implementation Conditions:

- 1) That the annual average new enrollment headcount for the first five years, beginning 2007-08, will be at least 15, based on the proposal.
- 2) That the average number of graduates for the period 2008-09 through 2011-12 will be at least 9, 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 job advancement, or in being accepted for further graduate or professional study.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Civil Engineering, MSCE, CIP 14.0801	Average New Enrollment Headcount	Average Number of Graduates, 2008-09 through 2011-12	Percentage of Graduates Employed in Field
Required	15	9	75%
Reported	9	3	82%

Condition 1: According to the report, enrollment was hindered by several unforeseen factors. The downturn in both the local and national economy (particularly in building construction and civil engineering) negatively impacted local engineering companies and potential students.

Decreased state funding delayed the hiring of needed faculty. Three existing faculty members departed due to death, family issues, and unfavorable tenure decisions. This also resulted in temporary limits on the faculty resources available for the program. However, a full complement of faculty was in place for the 2012-13 academic year.

Condition 2: The program did not meet the graduation post-implementation requirement and has not met minimum viability as described in the ACHE statute. As noted in the comments to condition 1, economic and faculty resource issues impacted the program. Full-time students complete the program in two years; however, many students are attending part-time while working.

Condition 3: Nine of eleven graduates are known to have acquired civil engineering employment. Six of these graduates are employed in the Mobile/Baldwin County area.

Condition 4: USA provided a detailed analysis of problems and solutions related to the program. The report noted that the program is the only one in the state that has a focus on coastal engineering.

The program has unique research equipment that has been acquired through the use of external funding. An indoor 20 foot by 30 foot wave laboratory was designed and built, complete with a programmable bulkhead capable of producing any number of waves. It allows students to experience the forces and impacts of waves on structures. A jag ski has also been developed. It collects georeferenced bathymetry (depth measurements), current velocity profiles and discharge, and near-surface water quality indicators, as well as concentrations of refined fuel and crude oil, by using a number of instruments with integrated Global Positioning System capability.

One graduate was recognized by the American Council of Engineering Companies for contributions to the 2011 Alabama Engineering Project of the Year and an honorable mention nationally, for a coastal protection project near Bayou LaBatre.

DECISION ITEM D-2: Request to Amend Post-Implementation Conditions: The University of South Alabama, The Doctor of Nursing Practice (DNP) in Nursing (CIP 51.3801)

EXECUTIVE SUMMARY

Reason for Action: The University of South Alabama has requested an extension of post-implementation review, in order to meet the post-implementation requirement for graduates.

Factors for Consideration:

- The request is in accordance with Commission policy (“Guidelines for Consideration of Post-Implementation Reports That Do Not Meet Approved Conditions”).
- The program did not meet the graduation post-implementation requirements. Program officials have stated that completions have been affected by the fact that many students are employed as full-time nurses and are enrolled part-time.
- The program is expected to meet the original requirement for graduates in the second review period.

DECISION ITEM D-2: Request to Amend Post-Implementation Conditions:
The University of South Alabama, The Doctor of Nursing
Practice (DNP) in Nursing (CIP 51.3801)

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

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

- 1) That an additional review period (2012-13 through 2013-14) for the program be granted.
- 2) In this additional review period, the program will meet the original graduation requirement of an average of 33.
- 3) That the institution will submit, no later than October 1, 2014, a second post-implementation report, demonstrating that the program met the post-implementation requirement for graduates.

Background: The DNP in Nursing was approved for the University of South Alabama (USA) on September 22, 2006. The program was implemented on schedule in January 2007. The USA program was one of three DNP programs to be approved by the Commission in the period September 2006 to June 2008. It is also the first of the programs to reach the end of the five-year implementation period.

The post-implementation report for the program was submitted on schedule in 2012. Since its submission, the staff has conferred with administrators of USA and the program director. Updated information was provided by the institution, and a request for extension of post-implementation review was submitted by USA.

The program surpassed the condition for enrollment (an average new enrollment headcount of 40) with an average enrollment of 95 new students. The program also exceeded the requirement for employment with 100 percent of the graduates continuing or finding related employment. Documentation was also supplied regarding the accreditation of the program by the Commission on Collegiate Nursing Education (CCNE).

The program did not meet the graduation condition of an average of 33 graduates over the period 2008-09 through 2011-12. The average number of graduates reported was 20.

According to program officials, the projected number of graduates in the original proposal was overestimated. This was because of certain factors that were not anticipated during the development of the proposal. Students in the program are taking fewer courses each semester than originally projected. The college of nursing offers varying progression plans to

accommodate the needs of working nurses. A majority of the students in the USA program continue to remain employed while enrolled in the program. As full-time employees, these students choose to take fewer courses each semester.

Students also are electing to take multiple tracks, thus adding more credits to their degree plan and extending the time to graduation. These additional tracks do benefit the students by allowing for more flexibility in future employment.

Finally, the program has a track for students holding a master's degree in nursing and for those who have a bachelors' degree. The program officials had anticipated that the majority enrolling in the program would be post-master's students; however, the majority of the students are in the post-baccalaureate track. Consequently, they must complete more courses and are taking longer to graduate than originally anticipated.

University administrators stated that the number of graduates in the current 2012-13 reporting year for IPEDS is already at 44. IPEDS refers to the Integrated Postsecondary Education Data System, established as the core postsecondary education data collection program for the National Center for Educational Statistics (NCES). USA representatives stated that graduates for the 2013-14 period are expected to be even stronger.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.
2. Appendix: "A Progress Report on the Implementation of DNP Programs in Alabama." Attached.
3. Unpublished post-implementation report and post-implementation extension request, submitted by the University of South Alabama. Available upon request.
4. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

Summary of Report on Post-Implementation Conditions

The University of South Alabama

Program: Nursing, DNP, CIP 51.3801

Approved by Commission: September 22, 2006

Proposed Implementation Date: January 2007

Actual Implementation Date: January 2007 (on schedule)

Post-Implementation Conditions:

- 1) That the annual average new enrollment headcount for the first five years will be at least 40, based on the proposal.
- 2) That the average number of graduates for the Academic Years 2008-09 through 2011-12 will be at least 33, 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 documentation be provided to show that the program has been accredited by the Commission on Collegiate Nursing Education (CCNE), the accrediting arm of the American Association of Colleges of Nursing (AACN).

Nursing, DNP, CIP 51.3801	Average New Enrollment Headcount	Average Number of Graduates, 2008-09 through 2011-12	Percentage of Graduates Employed in Field
Required	40	33	75%
Reported	95	20	100%

Condition 1: The average based on four years, 2007-08 through 2010-11.

Condition 2: The report said that this has not been met, because almost all the students admitted to the program are employed full-time and continue this employment while completing the program.

Condition 4: USA provided documentation of the program by CCNE through June 30, 2016.

APPENDIX

A Progress Report on the Implementation of DNP Programs in Alabama

I. Background

The Doctor of Nursing Practice is a practice doctorate degree program that has emerged in the last ten years. It is intended to prepare graduates to provide the most advanced level of nursing care for individuals and communities.

The American Association of Colleges of Nursing (AACN) is a key national organization representing baccalaureate and higher degree nursing programs. The Commission on Collegiate Nursing Education (CCNE) is the affiliated accrediting body. Most baccalaureate and graduate-level nursing programs are accredited by CCNE.

The National League for Nursing Accrediting Commission (NLNAC) also accredits nursing education programs. In contrast to the AACN, the NLNAC's accreditation review includes programs from the associate level to the doctoral level. Consequently, institutions having associate-level programs seek NLNAC accreditation. The NLNAC accredits all two-year college nursing programs in the state of Alabama, as well as programs at several universities, including Troy University, the University of West Alabama, and several private universities.

AACN promoted the DNP degree as the appropriate degree for advanced practice nurses. These advanced practice areas include Nurse Practitioners, Clinical Nurse Specialists, Nurse Mid-Wives, and Nurse Anesthetists. In October 2004, the AACN called for the moving of the level for these advanced practice roles from the master's to the doctorate. Regarding the relationship and impact of the DNP on the Master of Science in Nursing (MSN) degree, according to AACN, "AACN member institutions voted to move the current level of preparation necessary for advanced practice from the master's degree to the doctorate level by 2015."

In contrast to the AACN's position, the NLNAC stated its intention to continue accrediting master's level programs in the advanced practice areas. However, the NLNAC did develop its own criteria for similar doctoral programs.

USA submitted a proposal for a DNP program in 2006. The proposal was reviewed by the Commission and approved in September 2006. Following the Commission's action, four institutions submitted Notifications of Intent to Submit a Proposal for a DNP program: Troy University, the University of Alabama, the University of Alabama at Birmingham, and the University of Alabama in Huntsville. The USA program was implemented in January 2007.

Because of the newness of the program design and the high interest in it, the staff conducted a study to determine the need for the program in Alabama. The study was completed in May 2007 and placed on the agenda of the June 2007 Commission meeting. During the study, the staff learned from CCNE personnel that implementation of the DNP requirement by 2015 was a goal – one that was not likely to be attained before 2020 because of the complexity of nursing and its related credentialing bodies.

The Commission adopted the recommendations of the staff concerning future DNP programs by a vote of 6-4. The recommendations as they appeared in the decision item on June 22, 2007, are listed below.

1. That the Commission consider the approval of one additional DNP program for the state [in addition to the already approved program at USA], if need and demand for the program is confirmed through the proposal review process. In approving a program, consideration should be given to the current resources available at the proposing institution and the location of the institution.
2. That the Commission adopt a moratorium until October 1, 2010, on approval of other stand-alone DNP programs.

3. That the Commission encourage other institutions with master's level nursing programs to use the moratorium period to explore opportunities for collaborative arrangements (such as joint, shared, cooperative, or off-campus programs) with the existing program(s). In addition, the institutions should consider "reconceptualizing" the existing master's programs along the lines recommended by the American Association of Colleges of Nursing (AACN).

--*"Recommendation on the Development of Doctor of Nursing Practice Programs,"
Alabama Commission on Higher Education, June 22, 2007, Decision Item B, page 21.*

Following the Commission's adoption of the recommendations, the University of Alabama System revised its original plan and submitted a NISP and a proposal for a joint DNP program for UAB and UAH. The program was approved by the Commission on December 7, 2007. After further discussion within the University of Alabama System, the UAB-UAH joint program was replaced by another joint program involving UA, UAB, and UAH (approved June 2008). All three institutions are accredited by CCNE, are located in the northern half of the state, and are recognized by the Commission as having an instructional role at the doctoral level. The joint program was implemented in August 2008.

Troy University, which has a master's-EdS level instructional role and is located in the southern half of the state, also submitted a proposal. The Commission approved the program on December 7, 2007, over the staff's recommendation for disapproval. The projected date for implementation at the time of approval was August 2008. Actual implementation occurred in August 2009, following a legislative revision of Troy's statute and review by SACS/COC.

2010 CCNE Statement: In February 2010, Dr. Carol Ledbetter, Chair of the Board of Commissioners of CCNE (the "autonomous accrediting arm" of the AACN), sent a letter addressed, "Dear Chief Nurse Administrator." The letter is available on the CCNE website at the following address: <http://www.aacn.nche.edu/ccne-accreditation/MSNletter.pdf>. It stated that **"CCNE reaffirms its commitment to the accreditation of master's degree nursing programs—including advanced practice nursing and other tracks. CCNE has no intention of changing this policy."** The letter also stated the following:

At national forums, workshops, and conferences, CCNE consistently has indicated that the 2015 goal date for the transition of advanced nursing practice programs to the doctoral level is in no way tied to the CCNE accreditation process. **Our policy has not changed, and we remain committed to the accreditation of all types of master's degree nursing programs.**

[Bold lettering was in the original letter in both instances.]

II. Progress of Approved DNP Programs

After the USA DNP program was approved, subsequent program approvals required that a yearly report be submitted concerning the program's enrollment and completions. Following is a summary of this information for the Troy program and the UA System program, along with other information concerning the programs' implementation.

Troy University

Program: The DNP in Nursing, CIP 51.3802, approved December 7, 2007, for the Troy and Montgomery campuses only.

Projected Implementation Date in the Proposal: August 2008

Actual Implementation of the Program: August 2009

Post-implementation requirements:

1. That the annual average new enrollment headcount for the first five years, beginning ~~2008-09~~ 2009-10, will be at least 20, based on the proposal.
2. That the annual average number of graduates for the period ~~2009-10~~ 2010-11 through ~~2012-13~~ 2013-14 (four years) will be at least 9, 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.
5. That the institution will submit an annual report over the first five years on the number of new students enrolled in the program and the state of residence of each new student.
6. That the annual report include employment placement information for each graduate of the program.

Note: Dates in the conditions have been revised to reflect the delay in implementation of the program, in accordance with Commission implementation guidelines.

Post-implementation report deadline at time of program approval: September 2013 (changed to October 2014 because of delay in implementation).

Subsequent Events Related to Program Implementation:

1. January 15, 2008: A letter from Ed Roach, the Troy provost, stated that implementation must be moved to August 2009 because of SACS/COC review.
2. August 2009: The program was implemented, and the Commission staff changed the date of the post-implementation report to October 1, 2014, in accordance with Commission policy.
3. December 9, 2011: The Commission approved Troy's request to extend the DNP program to the Dothan campus.
4. June 8, 2012: The Commission approved Troy's request to alter the DNP curriculum.

Troy University Annual Report Summary:

Troy Univ. DNP	New Students	State of Origin— New Students	Graduates	Employment Location
2009-10	16	12—Alabama 4—Georgia	--	--
2010-11	18	7—Alabama 5—Georgia 2—Florida 1—S Carolina 1—Virginia 1—Michigan 1—Utah	8	3—Nursing Ed. (AL) 1—Nursing Adm. (AL) 4—Clinical Practice (AL & GA)
2011-12	18	5—Alabama 6—Georgia 3—Florida 1—New York 1—California 1—Mississippi 1—Hawaii	7	2—Nursing Ed. (AL) 5—Clinical Practice (AL, VA, & GA)

The University of Alabama System—UA/UAB/UAH Joint Program

Program: The DNP in Nursing (Joint), CIP 51.3808, approved June 27, 2008, for UA, UAB, and UAH.

Projected Implementation Date in the Proposal: August 2008

Actual Implementation of the Program: August 2008

Post-implementation requirements:

1. That the annual average new enrollment headcount for the first five years, beginning 2008-09, will be at least 94, based on the proposal.
2. That the annual average number of graduates for the period 2009-10 through 2012-13 (four years) will be at least 59, 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.
5. That the institutions will submit a joint annual report over the first five years on the number of new students enrolled in the program and the state of residence of each new student.
6. That the annual report include employment placement information for each graduate of the program.

Post-implementation report deadline at time of program approval: September 2013 (no change).

Subsequent Events Related to Program Implementation: None.

ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, June 14, 2013

UA/UAB/UAH Annual Report Summary:

UA/UAB/UA Joint DNP	New Students	Student State of Origin— (Top Six)	Graduates	Employment Location
2008-09	251	New Students: 140—Alabama 14—Texas 13—Georgia 12—Mississippi 12—North Carolina 10—Florida	4	3—AL 1—TN
2009-10	182	New Students: 62—Alabama 19—Tennessee 18—Florida 18—Georgia 11—Mississippi 9—Texas	76	49—AL Setting: 21—Primary Care Clinic or Health Department 19—Hospital or Acute Setting 14—School of Nursing 22—Other Settings
2010-11	219	All Students: 116—Alabama 45—Georgia 32--Tennessee 32—Texas 31—Florida 23—Mississippi	125	46—AL Setting: 31—Primary Care Clinic or Health Department 33—Hospital or Acute Setting 27—School of Nursing 34—Other Settings
2011-12	250	All Students: 104—Alabama 27—Georgia 21—Tennessee 17—Florida 13—Mississippi 12—Texas	137	42—AL Setting: 35—Primary Care Clinic or Health Department 43—Hospital or Acute Setting 33—School of Nursing 48—Other Settings

DECISION ITEM E-1: Bishop State Community College, Addition of Options in Computer Aided Drafting/Design and Civil Engineering Technology/Structural Technology to the Existing AAS in Drafting and Design Technology (CIP 15.1301)

EXECUTIVE SUMMARY

Reason for Action: Bishop State Community College (BIS) has requested the addition of options in Computer Aided Drafting/Design and Civil Engineering Technology/Structural Technology in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

Factors for Consideration:

- The program with each proposed option will require a total of 70 semester hours.
- The proposed options will not require additional resources.

DECISION ITEM E-1: Bishop State Community College, Addition of Options in Computer Aided Drafting/Design and Civil Engineering Technology/Structural Technology to the Existing AAS in Drafting and Design Technology (CIP 15.1301)

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: Bishop State Community College (BIS) currently has an AAS in Drafting and Design Technology listed at CIP 15.1301 in the Commission's Academic Program Inventory. BIS has proposed the addition of options in Computer Aided Drafting/Design and Civil Engineering Technology/Structural Technology to the existing program.

The program with the Computer Aided Drafting/Design option will require a total of 70 semester hours (sh):

General Education	22 sh
Program Core	27 sh
Option	21 sh
Total	70 sh

Courses in the program core include: Basic Computer Aided Drafting & Design; Fundamentals of Drafting/Design Technology; Basic Technical Writing; Intermediate CADD; Architectural Drafting; and Intermediate Architectural Drafting.

Courses in the option are: Intermediate Technical Drawing; Basic Machine Drafting; Pipe Drafting; Advanced CAD; CAD Customization; Intermediate 3D Modeling; and a technical elective.

The program with the Civil Engineering Technology/Structural Technology option will require a total of 70 semester hours (sh):

General Education	22 sh
Program Core	27 sh
Option	21 sh
Total	70 sh

Courses in the program core include: Basic Computer Aided Drafting & Design; Fundamentals of Drafting/Design Technology; Basic Technical Writing; Intermediate CADD; Architectural Drafting; and Intermediate Architectural Drafting.

Courses in the option are: Fundamentals of Surveying; Intermediate Surveying; Highway Design and

Construction; Topographical Surveying and Drawing; Statistics; Strength of Materials; and Structural Analysis. According to BIS, the options are being added because students elect to earn degrees in both Civil Engineering Technology and Drafting and Design Technology. BIS believes that incorporating the two programs will streamline the process and make it easier for students to get the instruction they need. The existing program in Civil Engineering Technology is being deleted from the Academic Program Inventory.

Budgetary Impact: NONE

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

DECISION ITEM E-2: Chattahoochee Valley Community College, Addition of a Certificate in Computer Science to the Existing AAS in Computer Science (CIP 11.0101)

EXECUTIVE SUMMARY

Reason for Action: The Alabama Department of Postsecondary Education has submitted a request for Chattahoochee Valley Community College to add a Certificate award program to the AAS in Computer Science.

Factors for Consideration:

- The request is in accordance with Commission policy allowing the addition of a Certificate program to an existing associate-level program.
- The Certificate is being requested due to evolving industry and business needs in the college's service area.
- The proposed certificate will not require additional funds.

DECISION ITEM E-2: Chattahoochee Valley Community College, Addition of a Certificate in Computer Science to the Existing AAS in Computer Science (CIP 11.0101)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the addition of a Certificate award in Computer Science to the existing AAS in Computer Science at Chattahoochee Valley Community College (CVC).

Background: In October 2001, the Commission approved "Guidelines for Approval of Certificate Programs in Existing Associate Applied Science (AAS) and Associate in Applied Technology (AAT) Programs." The guidelines provided that two-year colleges may add Certificate awards to existing AAS or AAT programs upon Commission approval as reasonable extensions/alterations of existing programs. The policy stated that the addition of the Certificate award is considered reasonable if all the following criteria are met:

1. The corresponding AAS or AAT must be an active program in the Commission's Academic Program Inventory.
2. The proposed certificate must be offered under the same six-digit CIP Code and program title as the existing AAS or AAT.
3. The institution must not add new courses to offer the certificate.
4. A recipient of the certificate must be qualified to practice the relevant occupation without completing a full degree program.

The Alabama Department of Postsecondary Education and CVC submitted a Certificate program application, in accordance with the Commission guidelines. The requested Certificate met the criteria of the Commission policy. The Certificate is being requested due to evolving industry and business needs in the college's service area.

Budgetary Impact: NONE

The proposed Certificate program will not require the addition of faculty, equipment, or new facilities.

The staff recommends that the proposed Certificate program be approved as a reasonable extension 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. "Guidelines for Approval of Certificate Programs in Existing Associate Applied Science (AAS) and Associate in Applied Technology (AAT) Programs." Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM E-3: Lawson State Community College, Addition of a Certificate in Business to the Existing AAS in Business (CIP 52.0201)

EXECUTIVE SUMMARY

Reason for Action: The Alabama Department of Postsecondary Education has submitted a request for Lawson State Community College to add a Certificate award program to the AAS in Business.

Factors for Consideration:

- The request is in accordance with Commission policy allowing the addition of a Certificate program to an existing associate-level program.
- The Certificate is being requested due to evolving industry and business needs in the college's service area.
- The proposed certificate will not require additional funds.

DECISION ITEM E-3: Lawson State Community College, Addition of a Certificate in Business to the Existing AAS in Business (CIP 52.0201)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the addition of a Certificate award in Business to the Existing AAS in Business at Lawson State Community College (LAW).

Background: In October 2001, the Commission approved "Guidelines for Approval of Certificate Programs in Existing Associate Applied Science (AAS) and Associate in Applied Technology (AAT) Programs." The guidelines provided that two-year colleges may add Certificate awards to existing AAS or AAT programs upon Commission approval as reasonable extensions/alterations of existing programs. The policy stated that the addition of the Certificate award is considered reasonable if all the following criteria are met:

1. The corresponding AAS or AAT must be an active program in the Commission's Academic Program Inventory.
2. The proposed certificate must be offered under the same six-digit CIP Code and program title as the existing AAS or AAT.
3. The institution must not add new courses to offer the certificate.
4. A recipient of the certificate must be qualified to practice the relevant occupation without completing a full degree program.

The Alabama Department of Postsecondary Education and LAW submitted a Certificate program application, in accordance with the Commission guidelines. The requested Certificate met the criteria of the Commission policy. The Certificate is being requested due to evolving industry and business needs in the college's service area.

Budgetary Impact: NONE

The proposed Certificate program will not require the addition of faculty, equipment, or new facilities.

The staff recommends that the proposed Certificate program be approved as a reasonable extension 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. "Guidelines for Approval of Certificate Programs in Existing Associate Applied Science (AAS) and Associate in Applied Technology (AAT) Programs." Available upon request.
3. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM E-4: The University of Alabama at Birmingham, Establishment of the Division of eLearning and Professional Studies (eLPS)

EXECUTIVE SUMMARY

Reason for Action: The University of Alabama at Birmingham (UAB) has requested the establishment of the Division of eLearning and Professional Studies (eLPS).

Factors for Consideration:

- According to the Commission's operational definitions, an administrative change creating a unit more prominent than a department is generally submitted as a decision item. The proposed division will have a prominent campus-wide function.

DECISION ITEM E-4: The University of Alabama at Birmingham,
Establishment of the Division of eLearning and
Professional Studies (eLPS)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the establishment of the
Division of eLearning and Professional Studies (eLPS).

Background: The University of Alabama at Birmingham (UAB) plans
to establish the Department of eLearning and
Professional Studies (eLPS). The new division will
provide campus-wide leadership in four critical areas:

- 1) Development of new, innovative online programs,
which serve untapped, niche markets and produce
increased enrollment and new revenue;
- 2) Administration of quality assessments of online
educational programs for continual improvement and
compliance with SACS accreditation criteria;
- 3) Identification of existing UAB courses and programs,
which can be converted to online delivery and thereby
serve largely untapped, niche markets; and
- 4) Development of a robust portfolio of new, unique,
professional study opportunities for non-degree seeking
adults, which will provide new sources of revenue for
UAB.

The Division of eLearning and Professional Studies will
provide the means to deliver credit-bearing instruction to
adult learners with associated awards of academic
degrees in fields which do not fit appropriately in existing
UAB academic units.

According to the Commission's operational definitions,
an administrative change creating a unit more prominent
than a department is generally submitted as a decision
item. The proposed division will have a prominent
campus-wide function.

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 E-5: The University of North Alabama, Addition of a Concentration in Journalism: Multimedia to the Existing BA/BS in Mass Communication (CIP 09.0102)

EXECUTIVE SUMMARY

Reason for Action: The University of North Alabama (UNA) has requested the addition of a concentration in Journalism: Multimedia 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 128 semester hours.
- According to UNA officials, no additional resources will be required.

DECISION ITEM E-5: The University of North Alabama, Addition of a Concentration in Journalism: Multimedia to the Existing BA/BS in Mass Communication (CIP 09.0102)

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 North Alabama (UNA) currently has the Bachelor of Arts/Bachelor of Science (BA/BS) in Mass Communication at CIP 09.0102 in the Commission's Academic Program Inventory. UNA has proposed the addition of a concentration in Journalism: Multimedia to the existing program.

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

General Education	41 sh
Program core	20-22 sh
Concentration	24 sh
Electives	41-43 sh
Total	128 sh

The program core includes the following courses: Communications in a Global Age; Media Writing; Aural/Visual Production; Portfolio Preparation; and Communications Law and Ethics.

Courses in the proposed concentration will include: Basic Reporting; Media Convergence; Advanced Reporting; and Media Management and Diversity.

Budgetary Impact: The proposed concentration will not require additional resources.

According to UNA officials, the concentration is being proposed as a result of the combining of two existing concentrations.

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

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

Supporting Documentation:

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

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

DECISION ITEM E-6: Drake State Technical College, Alteration of the AAS and Certificate in Industrial Electronics Technology (CIP 47.0105)

EXECUTIVE SUMMARY

Reason for Action: Drake State Technical College has requested the alteration of an existing program in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

Factors for Consideration:

- Drake State Technical College proposes to change the name and CIP code for an existing Certificate and AAS program, as indicated below:

CIP 47.0105 CIP 15.0303, Industrial Electronics Technology Electrical Engineering Technology, AAS, Certificate

- Drake also proposes the addition of an option in Computer Maintenance to the AAS program.
- The alteration will not require additional funds, according to information submitted by the Alabama Department of Postsecondary Education.

DECISION ITEM E-6: Drake State Technical College, Alteration of the AAS and Certificate in Industrial Electronics Technology (CIP 47.0105)

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

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

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

Background: Drake State Technical College (DRA) currently has the AAS and Certificate in Industrial Electronics Technology listed at CIP 47.0105 in the Academic Program Inventory. DRA proposes to alter the program by changing the CIP code and program title and by adding a concentration in Computer Maintenance to the AAS program.

The following changes will be made to the Academic Program Inventory as the result of this alteration:

~~CIP 47.0105~~ CIP 15.0303, Industrial Electronics Technology Electrical Engineering Technology, AAS, Certificate

The rationale for this change is to reflect upgrades in program courses, which involve a higher level of problem solving, teaming, technical report writing, and oral presentation of technical information. These upgrades have taken place over the last five years. Information submitted by Drake stated that sixty percent of the graduates of the program transfer to four-year universities to pursue baccalaureate degrees in the areas of technology, engineering technology, or engineering. The program name change would make articulation of the program's courses easier to achieve. The CIP code change is necessitated by the program name change.

Drake also proposes the addition of an option in Computer Maintenance to the AAS as part of the alteration. The program with the option will have the following requirements:

General Education:	22 semester hours
Institutional Requirements:	2
Program Core	26
Option	19
Total	69

Courses in the program core include Concepts of Direct Currents, Concepts of Alternating Currents, Concepts of Digital Electronics, Microprocessor Basics, Microprocessor Assembler, Electronics Projects, and C++ Programming.

Courses in the option will include Microcomputer Systems Basic I and Basic I Lab, Microcomputer Systems Advanced I and Advanced I Lab, Server Administration, Network Security, and Computer Ethics.

Budgetary Impact: None.

The alteration will not require additional funds, according to information submitted by the Alabama Department of Postsecondary Education.

Supporting Documentation:

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

DECISION ITEM E-7: Jacksonville State University, Alteration of the Master of Science in Counselor Education (CIP 13.1101)

EXECUTIVE SUMMARY

Reason for Action: Jacksonville State University has requested the alteration of an existing program in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

Factors for Consideration:

- Jacksonville proposes to alter the MS in Counselor Education to align with a change allowed by the program's accrediting body, the Council on Accreditation for Counseling and Related Educational Programs (CACREP).
- The program alteration will not have any budgetary impact.

DECISION ITEM E-7: Jacksonville State University, Alteration of the Master of Science in Counselor Education (CIP 13.1101)

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

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

Background: Jacksonville State University (JSU) currently has the MS in Counselor Education listed at CIP 13.1101 in the Academic Program Inventory. JSU proposes to alter the curriculum by adding courses, changing the name of an option within the program, and increasing the number of hours to completion.

JSU stated that notification concerning a change was received from the Council on Accreditation for Counseling and Related Educational Programs (CACREP) on February 15, 2013. The CACREP board decided to grant opportunity to accredited 48-hour community counseling programs to transition to 60-hour clinical mental health counseling programs by meeting certain deadlines and requirements.

To meet the CACREP requirements, JSU proposes to add 5 three-hour courses, change the concentration name from Community Agency Counseling to Clinical Mental Health Counseling, and increase the hours required for completion from 48 to 60.

Existing curriculum for the program contains 16 three-hour courses, plus 1 one-hour lab. Fifteen of the 16 courses will continue unchanged.

New courses to be added to the program include Professional Ethics and Legal Issues; Couple, Marriage, and Family Counseling; Substance and Behavioral Addictions in Counseling; Psychopharmacology; and Psychological First Aid and Disaster Counseling.

Budgetary Impact: None. Faculty and courses are already in place.

Supporting Documentation:

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

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

DECISION ITEM E-8: Jacksonville State University, Addition of Tracks to the BS in Exercise Science and Wellness (CIP 13.1307)

EXECUTIVE SUMMARY

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

Factors for Consideration:

- Jacksonville proposes to add a Human Performance track and a Clinical track to the BS in Exercise Science and Wellness.
- The program alteration will not have any budgetary impact.

DECISION ITEM E-8: Jacksonville State University, Addition of Tracks to the BS in Exercise Science and Wellness (CIP 13.1307)

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

Staff Recommendation: That the Commission approve the addition of two tracks to the BS in Exercise Science and Wellness as a reasonable extension/alteration of an existing program.

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

Background: Jacksonville State University (JSU) currently has the BS in Exercise Science and Wellness listed at CIP 13.1307 in the Academic Program Inventory. JSU proposes to add a Human Performance track and a Clinical track to the existing program.

Human Performance Track:

General Education:	41 sem hrs
Program Core	48
Track Courses:	9
Approved Minor/General Electives	22
Total	120

Clinical Track:

General Education:	41 sem hrs
Program Core	48
Track Courses:	43
Total	132

Program core courses include the following: Concepts of Wellness, Introduction to Exercise Science and Wellness (ESW), Essentials of Human Performance, Sports Safety & First Aid, Basic Athletic Training, Introduction Personal Training, Kinesiology, Therapeutic Exercise & Modalities, Exercise Physiology, Scientific Principles of Conditioning, Biomechanics, Fitness Training, Design of Wellness Programs, ESW Research Seminar, Practicum, and Basic Statistics or Social Statistics.

Human Performance Track courses include the following: Introduction to Nutrition or Normal Nutrition, Fitness Management, and Physical Fitness Techniques. Students with this track must also have an approved minor, in addition to general electives.

Clinical Track courses include the following: Human Anatomy and Physiology (2 courses-8 semester hours), General Chemistry and Lab (2 courses-8 semester hours), Genetics, Microbiology, Cell Biology, Biology

elective, College Physics and Lab (2 courses-8 semester hours), and Medical Terminology.

Budgetary Impact: None.

JSU stated that the addition of these tracks is not anticipated to have any budgetary impact.

Supporting Documentation:

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

DECISION ITEM E-9: Action on Troy University's Request to Extend the MS in Criminal Justice Administration (Troy), CIP 43.0103, to the Dothan Campus

EXECUTIVE SUMMARY

Reason for Action: Troy University has requested the extension of the MS in Criminal Justice Administration (Troy), CIP 43.0103, to the Dothan campus.

Factors for Consideration:

- Troy University has made this request in agreement with guidelines adopted by the Commission in September 2009.
- Budgetary Impact: The only cost anticipated is for the addition of a faculty member.

The cost of the new faculty hire: An open position will be moved to the Dothan campus. This position is for an assistant tenure-track professor. The cost of the new faculty hire is approximately \$60,000 plus benefits (additional 25 percent) or \$75,000.

Source of funds for the extension: Troy officials stated that 20 part-time students are anticipated to be enrolled at any time in the program. Twenty part-time students will yield approximately \$81,120 per year. Tuition funds should cover the faculty salary costs.

- The proposed extension was placed on the Public Forum website from May 7, 2013, through May 27, 2013.

DECISION ITEM E-9: Action on Troy University's Request to Extend the MS in Criminal Justice (Troy), CIP 43.0103, to the Dothan Campus

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

Staff Recommendation: That the Commission approve the extension of the MS in Criminal Justice (Troy), CIP 43.0103 to the Dothan campus.

Background: Troy University has requested that the Commission approve the extension of the MS in Criminal Justice (CIP 43.0103), currently offered only on the Troy campus, to the Dothan campus.

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. Request from Troy University, revised May 20, 2013; additional information provided on May 23, 2013. Available upon request.

PROGRAM EXTENSION REQUEST

Program: CIP 43.0103 Criminal Justice (Troy), MS.

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

Evidence of the strength of the current program: The proposal stated that the program has been offered on the Troy campus, on "global" campuses, and online for many years. Over the last two years, the program has averaged 250-300 active students each semester. Approximately 25 students per semester have been active on the Troy campus during that period. Many graduates of the program hold prominent positions in criminal justice settings, including police chief, federal law enforcement (such as FBI, DEA), and homeland security agents.

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.

The Dothan area has many people employed in the area of criminal justice. There are ten large correctional institutions, over forty police departments, and ten sheriff's offices within commuting distance of the Dothan campus. These agencies employ many personnel that can enhance their careers by earning a graduate degree in criminal justice.

Adequate student demand:

The institution must provide documentation of strong student demand.

A survey was conducted to ascertain student demand for the extension of the program to Dothan. Seventeen respondents (71 percent) indicated interest in pursuing the program in Dothan. A subsequent sign-up sheet revealed an additional 12 students who were not surveyed also were interested in the program.

Faculty, Facilities, Library:

Faculty: The extension will require the hiring of a full-time tenure track faculty member. Upon hiring, there will be two faculty members qualified to teach in the program on the Dothan campus. However, graduate-level faculty from the Troy campus will be available to teach, if necessary.

Facilities: There is sufficient classroom availability on the Dothan campus to support the program.

Library: According to information submitted by TROY, resources will be available at all campuses and through interlibrary loan.

Budget: The only cost anticipated is for the addition of a faculty member. Troy provided the following information:

The cost of the new faculty hire: An open position will be moved to the Dothan campus. This position is for an assistant tenure-track professor. The cost of the new faculty hire is approximately \$60,000 plus benefits (additional 25 percent) or \$75,000.

Source of funds for the extension: Troy officials stated that 20 part-time students are anticipated to be enrolled at any time in the program. Twenty part-time students will yield approximately \$81,120 per year. Tuition funds should cover the faculty salary costs.

DECISION ITEM E-10: The University of South Alabama, Addition of a Concentration in Professional Sales to the Existing BS in Marketing (CIP 52.1401)

EXECUTIVE SUMMARY

Reason for Action: The University of South Alabama (USA) has requested the addition of a concentration in Professional Sales 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 E-10: The University of South Alabama, Addition of a Concentration in Professional Sales 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 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 Marketing at CIP 52.1401 in the Commission's Academic Program Inventory. USA has proposed the addition of a concentration in Professional Sales to the existing program.

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

General Education Core	44 sh
Program Core	57 sh
Electives	15 sh
Concentration	12 sh
Total	128 sh

The program core includes courses in Accounting Principles I & II; Applied Business Statistics I & II; Legal Environment of Business; Advanced Computer Applications; and Principles of Microeconomics.

Courses in the proposed concentration are: Business to Business Marketing; Personal Selling and Sales Management; Integrated Marketing Communications; and Services Marketing.

According to information provided by USA, the concentration will make students more competitive in the job market, enhance their performance in sales and training programs, and prepare them for sales leadership roles in regional, national, and global marketing organizations.

Budgetary Impact: NONE.

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

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

Supporting Documentation:

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

DECISION ITEM E-11: The University of North Alabama, Addition of a Concentration in Hospitality Management to the Existing BS in Human Environmental Science (CIP 19.0101)

EXECUTIVE SUMMARY

Reason for Action: The University of North Alabama (UNA) has requested the addition of a concentration in Hospitality Management in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

Factors for Consideration:

- The program with the proposed concentration will require a total of 124 semester hours.
- According to UNA officials, no additional resources will be required.

DECISION ITEM E-11: The University of North Alabama, Addition of a Concentration in Hospitality Management to the Existing BS in Human Environmental Science (CIP 19.0101)

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 North Alabama (UNA) currently has the Bachelor of Science (BS) in Human Environmental Science at CIP 19.0101 in the Commission's Academic Program Inventory. UNA has proposed the addition of a concentration in Hospitality Management to the existing program.

The program with the proposed concentration will require a total of 124 semester hours (sh).

General Education	41 sh
Program core	33 sh
Electives	11 sh
Concentration	39 sh
Total	124 sh

The program core includes the following courses: Intro to Human Environmental Science; Intro to Interior Design; Textiles and Materials; Senior Seminar; Family Development; and Internship.

Courses in the proposed concentration will include: Intro to the Hospitality Industry; Tourism Planning & Development; Intro to Ecotourism; Lodging Systems; Security & Risk Management; Hospitality Law; Lodging Management; Hospitality Organizational Management; Food & Beverage Cost Control; and Quantity Food Production.

Budgetary Impact: The proposed concentration will not require additional resources.

According to UNA officials, the concentration is being proposed as a result of student requests and input from partners in the hospitality industry.

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.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, June 14, 2013

Supporting Documentation:

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

DECISION ITEM E-12: The University of West Alabama, Addition of an Option in Early Childhood Development to the Existing MEd in Early Childhood Education (CIP 13.1210)

EXECUTIVE SUMMARY

Reason for Action: The University of West Alabama (UWA) has requested the addition of an option in Early Childhood Development 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 34 semester hours.
- There will be no additional costs associated with the proposed option.

DECISION ITEM E-12: The University of West Alabama. Addition of an Option in Early Childhood Development to the Existing MEd in Early Childhood Education (CIP 13.1210)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Background: The University of West Alabama (UWA) currently has the MEd in Early Childhood Education listed at CIP 13.1210 in the Commission's Academic Program Inventory. UWA has proposed the addition of an option in Early Childhood Development to the existing program.

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

Program Core	9 sh
Option	25 sh
Total	34 sh

The program core consists of the following courses: Foundations of Education; Educational Planning; Techniques of Educational Research; Educational Statistics; and Technology and Education.

Courses in the proposed option include: Technology Portfolio; Teaching Reading; Advanced Educational Psychology; Life-Span Development and Learning; and Introduction to Special Education.

According to the proposal, the option is designed to service teachers and directors in early childhood centers, Head Start facilities, and privately owned early childhood programs.

Budgetary Impact: There will be no additional costs associated with the proposed option.

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

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

Supporting Documentation:

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

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

DECISION ITEM E-13: Jefferson State Community College, Designation of Branch Campus Status for the Chilton - Clanton Center

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.

Factors for Consideration:

1. The branch campus proposal has been submitted in accordance with the Commission's guidelines for the review of a new branch campus.
2. Enrollment at the site in fall 2012 was more than 600 students.
3. Staff members from both the Alabama Department of Postsecondary Education and the Commission conducted a joint visit of the site on May 14, 2013, to verify compliance with ADPE and Commission policies.

DECISION ITEM E-13: Jefferson State Community College, Designation of Branch Campus Status for the Chilton - Clanton Center

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

Staff Recommendation: That the Commission approve the designation of branch campus for the Chilton-Clanton Center of Jefferson State Community College (JSC) with the following conditions:

1. Program offerings at the site are restricted to the following: the transfer Associate of Arts (AA); the transfer Associate of Science (AS); and the AAS in Nursing. Any additional programs to be offered at the site, complete or in part, must receive the approval of the Commission prior to implementation.
2. Approval is only for those facilities described in the attached abstract. Any site changes or site additions that are not contiguous with the existing site will be subject to Commission approval.
3. JSC must meet all requirements of the Southern Association of College and Schools, Commission on Colleges (SACS/COC), regarding branch campus designation.

Background: According to the Commission's operating definitions, a branch campus is defined as follows:

A degree-granting division of an institution located in a geographical setting separate from the sponsoring institution's main campus or central administration and authorized for a stated purpose in relation to the sponsoring institution and the area served. The branch offers all requirements for completing degree programs in two or more fields of study as classified by the CIP taxonomy at the six digit level. A branch provides the necessary administrative services, student services, financial resources, library and physical facilities to provide adequate support for degree programs offered.

JSC has complied with Commission submission and review procedures concerning off-campus programs currently offered at the site. The programs include the AA (CIP 24.0101) and AS (CIP 24.0102) transfer programs and the AAS in Nursing-ADN (CIP 51.3801).

The request for the new branch campus included detailed information concerning current operations and the need for the branch, including photographs of facilities at the site. On May 14, 2013, members of the ADPE and Commission staffs visited and toured the site, and talked with JSC administrators concerning its operation.

Supporting Documentation:

1. Jefferson State Community College, proposal for a branch campus, available upon request.
2. Abstract, attached.
3. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.01. Available upon request.
4. "Operational Policy on the Designation of Branch Campus Sites," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.08. Available upon request.

ABSTRACT

Request for Branch Campus Status for the Chilton-Clanton Center of Jefferson State Community College

Location of Facilities: The Chilton-Clanton Center is located at 1850 Lay Dam Road, Clanton. This site is the only higher education facility in Chilton County and is located more than forty miles from Jefferson State's other locations. The Center opened fall 2008 with an enrollment of 100 students and has grown to a total of 606 students for fall 2012.

Organizational Structure: Administrative services at the site are provided by a full-time coordinator who reports directly to the Dean of Instruction. The coordinator has the responsibility to manage the functions of the center, including scheduling, registration, fee collection, advising, and serving as the point of contact.

Student Support: JSC makes extensive use of technology to provide student support. All processes, registration, tuition and fee payment, textbook purchasing, and advising are online and available at each location. All locations are fully wired and all documents and services are readily available at all locations. The following related student services are available through electronic means:

- Registration at any location or at home.
- Payment from any computer with internet connection.
- Student advisement.
- Student records.
- An electronic tutoring service.
- Interactive individual conferencing between students and offices at the main campus (such as financial aid).

Personal face-to-face interaction for services is also available at the site.

Curriculum/Programs: All courses and programs offered at the Chilton-Clanton Center are listed in the Commission's Academic Program Inventory for Jefferson State Community College. By Commission definition, a branch campus must have two degree programs. The Commission approved off-campus delivery at the Chilton-Clanton Center for the Associate in Applied Science (AAS) in Nursing at the December 9, 2011, Commission meeting, and JSC received approval by the Southern Association of College and Schools - Commission on Colleges (SACS-COC) on November 11, 2011. The Commission approved the off-campus delivery of the transfer Associates in Arts/Associate in Science programs on June 8, 2012. SACS-COC approved these programs on September 7, 2012.

Enrollment and Student Characteristics: According to information provided by the institution, the Clanton-Chilton Center has grown rapidly since it was opened in fall 2008 (a growth rate of 506 percent over five years), from an initial enrollment of 100 to 606 in fall 2012. JSC provided a demographic analysis of the 584 students enrolled in fall 2011. Almost 75 percent of the students were in the 18 to 25 age group; 67 percent were female; 76 percent were from Chilton County; 67 percent of the students took some night courses; and almost half the students were part-time.

Faculty and Staff: Other than the coordinator, other full-time staff members include an office manager and a librarian. There are ten full-time faculty members. There are also a part-time night coordinator and a full-time faculty coordinator (a member of the faculty).

Facilities: The Chilton-Clanton Center is located on a 65 acre plot with two well-equipped buildings. The plot was donated by the citizens of Clanton who invested \$11,000,000 toward its development. The first phase of construction included a 36,000 square-foot multipurpose instructional building with science and computer science laboratories. All classrooms are

equipped with computers and projection units. The building also includes nursing labs and one simulation lab for nursing, as well as regular classrooms.

The second building is a 65,000 square-foot economic development and civic center, which is connected to the first building. It has an auditorium with a capacity of 600, classrooms, and meeting areas.

JSC provided a long list of equipment available at the Chilton-Clanton Center, including computers, scanners, microscopes, projectors, printers, cabinets, tables, and course-specific equipment.

The Learning Resources Center is located in the main building. It is a full-service library with a networked computer area for student use, printing and copying services, designated periodicals area, and study tables with estimated seating capacity of 45. The library also provides video-conferencing capabilities.

Budget Implications: Facilities, equipment, personnel, and programs are already in place for the branch campus. The City of Clanton has pledged \$870,000 per year for 25 years to assist in instructional costs. In addition, the city has provided sewer, water, and other infrastructure needs for the site. The projected three year budget for the proposed branch campus is below.

Estimated Funds to Support the Proposed Branch Campus:

	FY14	FY15	FY16
SALARIES	<u>\$453,219</u>	<u>\$457,751</u>	<u>\$462,329</u>
BENEFITS	<u>\$119,234</u>	<u>\$120,426</u>	<u>\$121,630</u>
SUPPLIES	<u>\$19,801</u>	<u>\$19,999</u>	<u>\$20,199</u>
EQUIPMENT	<u>\$101,629</u>	<u>\$102,645</u>	<u>\$103,671</u>
SUPPORT	<u>\$42,635</u>	<u>\$43,061</u>	<u>\$43,492</u>
TRAVEL	<u>\$1,000</u>	<u>\$1,010</u>	<u>\$1,020</u>
UTILITIES	<u>\$371,317</u>	<u>\$375,030</u>	<u>\$378,780</u>
TOTAL	<u>\$1,108,835</u>	<u>\$1,119,922</u>	<u>\$1,131,121</u>

Credit Hour and Tuition Projection:

CHILTON- CLANTON CREDIT HOURS	<u>9,785</u>	<u>9,834</u>	<u>9,884</u>
TUITION	<u>\$1,389,470</u>	<u>\$1,416,096</u>	<u>\$1,443,064</u>

DECISION ITEM E-14: Jefferson State Community College, Designation of Branch Campus Status for the St. Clair – Pell City Center

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.

Factors for Consideration:

1. The branch campus proposal has been submitted in accordance with the Commission's guidelines for the review of a new branch campus.
2. Enrollment at the site in fall 2012 was more than 600 students.
3. Staff members from both the Alabama Department of Postsecondary Education (ADPE) and the Commission conducted a joint visit of the site on May 14, 2013, to verify compliance with ADPE and Commission policies.

DECISION ITEM E-14: Jefferson State Community College, Designation of Branch Campus Status for the St. Clair – Pell City Center

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

Staff Recommendation: That the Commission approve the designation of branch campus for the St. Clair – Pell City Center of Jefferson State Community College with the following conditions:

1. Program offerings at the site are restricted to the following: the transfer Associate in Arts (AA); the transfer Associate in Science (AS); the AAS in Nursing, and the AAS in Manufacturing. Any additional programs to be offered at the site, complete or in part, must receive the approval of the Commission prior to implementation.
2. Approval is only for those facilities described in the attached abstract. Any site changes or site additions that are not contiguous with the existing site will be subject to Commission approval.
3. JSC must meet all requirements of the Southern Association of College and Schools, Commission on Colleges (SACS/COC), regarding branch campus designation.

Background: According to the Commission's operating definitions, a branch campus is defined as follows:

A degree-granting division of an institution located in a geographical setting separate from the sponsoring institution's main campus or central administration and authorized for a stated purpose in relation to the sponsoring institution and the area served. The branch offers all requirements for completing degree programs in two or more fields of study as classified by the CIP taxonomy at the six digit level. A branch provides the necessary administrative services, student services, financial resources, library and physical facilities to provide adequate support for degree programs offered.

JSC has complied with Commission submission and review procedures concerning off-campus programs currently offered at the site. The programs include the AA (CIP 24.0101) and AS (CIP 24.0102) transfer programs, the AAS in Nursing-ADN (CIP 51.3801), and the AAS in Manufacturing and Technology (CIP 15.0000).

The request for the new branch campus included detailed information concerning current operations and the need for the branch, including photographs of facilities at the site. On May 14, 2013, members of the

ADPE and Commission staffs visited and toured the site, and talked with JSC administrators concerning its operation.

Supporting Documentation:

1. Jefferson State Community College, proposal for a branch campus, available upon request.
2. Abstract, attached.
5. "Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.01. Available upon request.

ABSTRACT

Request for Branch Campus Status for the St. Clair – Pell City Center of Jefferson State Community College

Location of Facilities: The St. Clair – Pell City Center is located at 500 College Circle, Pell City. This site is the only higher education facility in St. Clair County and is located more than thirty miles from Jefferson State's other locations. The Center has grown to a total of 616 students for fall 2012.

Organizational Structure: Administrative services at the site are provided by a full-time coordinator who reports directly to the Dean of Instruction. The coordinator has the responsibility to manage the functions of the center, including scheduling, registration, fee collection, advising, and serving as the point of contact.

Student Support: JSC makes extensive use of technology to provide student support. All processes, registration, tuition and fee payment, textbook purchasing, and advising are online and available at each location. All locations are fully wired and all documents and services are readily available at all locations. The following related student services are available through electronic means:

- Registration at any location or at home.
- Payment from any computer with internet connection.
- Student advisement.
- Student records.
- An electronic tutoring service.
- Interactive individual conferencing between students and offices at the main campus (such as financial aid).

Personal face-to-face interaction for services is also available at the site.

Curriculum/Programs: All courses and programs offered at the St. Clair – Pell City Center are listed in the Commission's Academic Program Inventory for Jefferson State Community College. The center, by Commission policy, is an exempt off-campus site because it is in JSC's recognized off-campus service area.

The site is in compliance with requirements for a branch campus. By Commission definition, a branch campus must have two degree programs. The Commission received an item concerning the off-campus delivery at the St. Clair – Pell City Center for the Associate in Applied Science (AAS) in Nursing at the December 9, 2011, Commission meeting, and JSC received approval by the Southern Association of College and Schools - Commission on Colleges (SACS-COC) on November 11, 2011, for this off-campus program. The Commission received an item concerning the off-campus delivery of the transfer Associates in Arts/Associate in Science programs on June 8, 2012. SACS-COC approved these programs on September 7, 2012. Also on June 8, 2012, the Commission received an item regarding the off-campus delivery of the AAS in Manufacturing and Technology at the St. Clair – Pell City Center.

Enrollment and Student Characteristics: According to information provided by the institution, the St. Clair – Pell City Center has grown rapidly since it was opened in fall 2008, from an initial enrollment of 437 to 616 in fall 2012. JSC provided a demographic analysis of the 584 students enrolled in fall 2011. Two-thirds (66 percent) of the students were in the 18 to 25 age group; 61 percent were female; 76 percent were from St. Clair County; 46 percent of the students took some night courses; and more than half (56 percent) of the students were part-time.

Faculty and Staff: Other than the coordinator, other full-time staff members include an office manager and a librarian. There are twelve full-time faculty members. There are also a part-time

night coordinator, a part-time enrollment coordinator, a full-time faculty coordinator (a member of the faculty), and security officers.

Facilities: The St. Clair – Pell City Center is located on a 55 acre plot with two well-equipped buildings. The larger building is a 47,500 square-foot multipurpose instructional building with science and computer science laboratories. The first floor houses two science labs, classrooms, a library, and student service functions. All classrooms are equipped with computers and projections units. There are two large computer labs with 35 work stations and a smaller CAD lab. There are two nursing labs, one equipped with six Stryker Med/Surg beds and related equipment and the other with a well-equipped simulation lab.

The second building is a 9,700 square foot building, which is well equipped for teaching manufacturing related courses. It has modern welders, controllers, and robotics equipment. The building was constructed by the St. Clair Economic Development Council.

The Learning Resources Center is located in the main building. It is a full-service library with a networked computer area for student use, printing and copying services, designated periodicals area, and study tables with estimated seating capacity of 45.

Budget Implications: Facilities, equipment, personnel, and programs are already in place for the branch campus. In addition, Pell City has provided sewer, water, and other infrastructure needs for the site. The projected three year budget for the proposed branch campus is below.

Estimated Funds to Support the Proposed Branch Campus:

	FY14	FY15	FY16
SALARIES	<u>\$596,504</u>	<u>\$602,469</u>	<u>\$608,494</u>
BENEFITS	<u>\$150,644</u>	<u>\$152,150</u>	<u>\$153,672</u>
SUPPLIES	<u>\$51,918</u>	<u>\$52,437</u>	<u>\$52,961</u>
EQUIPMENT	<u>\$145,292</u>	<u>\$146,745</u>	<u>\$148,212</u>
SUPPORT	<u>\$69,749</u>	<u>\$70,446</u>	<u>\$71,150</u>
TRAVEL	<u>\$1,311</u>	<u>\$1,324</u>	<u>\$1,337</u>
UTILITIES	<u>\$114,927</u>	<u>\$116,076</u>	<u>\$117,237</u>
TOTAL	<u>\$1,130,345</u>	<u>\$1,141,647</u>	<u>\$1,153,063</u>

Credit Hour and Tuition Projection:

PELL CITY CREDIT HOURS	<u>11,742</u>	<u>11,801</u>	<u>11,860</u>
TUITION	<u>\$1,667,364</u>	<u>\$1,699,344</u>	<u>\$1,731,560</u>

DECISION ITEM E-15: Wallace Community College (Dothan), Addition of Options in Industrial System Maintenance and Nuclear Systems Maintenance to the Existing AAS in Industrial Maintenance Technology (CIP 47.0303)

EXECUTIVE SUMMARY

Reason for Action: Wallace Community College (Dothan) (WSD) has requested the addition of options in Industrial System Maintenance and Nuclear Systems Maintenance in accordance with the Commission's "Guidelines for the Review of Extensions & Alterations of Existing Programs."

Factors for Consideration:

- The program with proposed the Industrial Systems Maintenance option will require a total of 68-70 semester hours.
- The program with the proposed Nuclear Systems Maintenance option will require a total of 70-75 semester hours.
- Additional resources will not be required for the proposed options.

DECISION ITEM E-15: Wallace Community College (Dothan), Addition of Options in Industrial Systems Maintenance and Nuclear Systems Maintenance to the Existing AAS in Industrial Maintenance Technology (CIP 47.0303)

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: Wallace Community College (Dothan) (WSD) currently has an AAS in Industrial Maintenance Technology listed at CIP 47.0303 in the Commission's Academic Program Inventory. WSD has proposed the addition of options in Industrial Systems Maintenance and Nuclear Systems Maintenance to the existing program.

The program with the Industrial Systems Maintenance option will require a total of 68-70 semester hours (sh):

General Education	21 sh
Program Core	20-22 sh
Option	27 sh
Total	68-70 sh

Courses in the program core include: WorkKeys Assessment and Advisement; DC Fundamental; AC Fundamental; Electronics for Electricians; and Introduction to Programmable Logic Controllers.

Courses in the option include: Principles of Industrial Mechanics; Introduction to Robot Programming; Introduction to Process Technology; Advanced Process Simulation; and Special Topics.

The program with the Nuclear Systems Maintenance option will require a total of 70-75 semester hours (sh):

General Education	22 sh
Program Core	20-22 sh
Option	28-31 sh
Total	70-75 sh

Courses in the program core include: WorkKeys Assessment and Advisement; DC Fundamental; AC Fundamental; Electronics for Electricians; and Introduction to Programmable Logic Controllers.

Courses in the option include: Technical Physics; Introduction to Process Technology; Nuclear Plant Systems I & II; and Radiation Protection and Detection.

Budgetary Impact: NONE

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 a 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 through ADPE. Available upon request.

INFORMATION ITEM A: Implementation of Approved Programs

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

Staff Recommendation: For information only.

Background: Commission guidelines state that a new program should be implemented in accordance with the timeline presented in the proposal. They further state that any institution having an approved program must notify the Commission in writing when the program is implemented (that is, when the institution has admitted the first student or students into the program). The institution also must notify the Commission in writing if the stated date or academic term of implementation changes. If the program is not implemented within 24 months of the date of approval, regardless of whether the Commission has been notified of the delay, the approval will expire, and the program will be removed from the Commission's Academic Program Inventory. Once an approval has expired, an institution must submit a new program proposal and receive Commission approval of the new proposal in order to offer the program.

Programs Implemented: In accordance with these guidelines, the following institutions have sent notification that the programs listed have been implemented.

Alabama State University

Program: Applied Technology, MS, CIP 11.1099
Approval: March 9, 2012
Implementation date: August 2012 (on schedule)
Post-implementation report: September 1, 2017.

Program: Prosthetics and Orthotics, MS, CIP 51.2307
Approval date: March 11, 2011
Implementation date: August 2012 (on schedule)
Post-implementation report date: September 1, 2017.

Auburn University

Program: Music, BM, CIP 50.0901
Approval date: September 4, 2012
Implementation date: January 2013 (on schedule)
Post-implementation report date: February 1, 2018.

Troy University

Program: Anthropology, BA/BS, CIP 45.0201
Approval date: December 9, 2011
Implementation date: August 2012 (on schedule).
Post-implementation report date: September 1, 2017.

Program: Strategic Communication, MS, CIP 09.0199
Approval date: June 8, 2012
Implementation date: August 2012 (on schedule).
Post-implementation report date: September 1, 2018. [The program was granted a one-year start-up period.]

Program: Accountancy, MAcc, CIP 52.0301
Approval date: June 8, 2012
Implementation date: August 2012 (on schedule).
Post-implementation report date: September 1, 2017.

Program: Liberal Studies, BA/BS, CIP 24.0101
Approval date: June 8, 2012
Implementation date: August 2012 (on schedule).
Post-implementation report date: September 1, 2017.

Program: Dance, BFA, CIP 50.0301
Approval date: June 8, 2012
Implementation date: August 2012 (on schedule).
Post-implementation report date: September 1, 2017.

Northwest Shoals Community College

Program: Medical Assisting Technology, AAS,
CIP 51.0908
Approval date: June 8, 2012 (Expedited Review)
Implementation date: August 2012 (on schedule)
Post-implementation report date: September 1, 2017.

The University of Alabama at Birmingham

Program: Biotechnology, MS, CIP 26.1201
Approval date: June 8, 2012
Implementation date: August 2012 (on schedule)
Post-implementation report date: September 1, 2017.

The University of North Alabama

Program: Professional Studies, MPrS, CIP 30.0000
Approval date: December 9, 2011
Implementation date: August 2012 (on schedule).
Post-implementation report date: September 1, 2017.

The University of West Alabama

Program: Integrated Marketing Communications, BA/BS,
CIP 09.0199
Approval date: March 9, 2012
Implementation date: August 2012 (on schedule).
Post-implementation report date: September 1, 2017.

Program: Finance, BBA, CIP 52.0801
Approval date: September 14, 2012
Implementation date: January 2013 (on schedule).
Post-implementation report date: February 1, 2018.

Programs Not Implemented:

Commission approval has expired for the following programs that were not implemented by the implementation deadline.

None.

Supporting Documentation:

"Guidelines on Implementation of a New Program," adopted by the Commission on October 12, 2001, revision approved on September 23, 2005. Available upon request.

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

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

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

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

Auburn University

Graduate Certificate in Brewing Sciences

This certificate will have 18 credit hours and draws upon courses that have been developed specifically for the proposed certificate program. The sponsoring unit intends for this certificate to offer additional credentials to students currently enrolled in graduate-level programs, as well as to practicing professionals.

The University of Alabama at Birmingham

Graduate Certificate in Technology Commercialization and Entrepreneurship

The proposed graduate certificate will consist of 4 courses (12 credit hours). The certificate is designed to expose students (MBA and non-MBA) and scientists to the business foundations of entrepreneurship and technology commercialization. Courses in the certificate program are designed to blend knowledge and experimental learning in an effort to help move technology out of the lab and into the marketplace.

The University of North Alabama

Graduate Certificate in Security and Emergency Management

The proposed graduate certificate will require the completion of 30 credit hours and will provide opportunities for non-degree seeking post-undergraduate students as well as Master of Professional Studies students in the Security and Safety Leadership (SEM) concentration to be credentialed in the area of homeland security and emergency management. The courses will be based on existing SEM courses with additional

graduate requirements. The certificate program will be delivered primarily in an online or hybrid format to allow for flexibility in the program for working professional and other non-traditional students.

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 C: Implementation of New Short Certificate Programs (Less than 30 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 30 semester hours) at the following two-year colleges in the fields of study listed below.

Calhoun Community College

<u>Field of Study</u>	<u>CIP Code</u>
Barbering	12.0402

Drake State Technical College

<u>Field of Study</u>	<u>CIP Code</u>
Business Administration w/Options	52.0201

Enterprise State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Avionics Maintenance Technology	47.0609
Computer Programming	11.0201

Gadsden State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Aesthetician/Esthetician and Skin Care Specialist	12.0409

<u>Field of Study</u>	<u>CIP Code</u>
Nail Technician/Specialist and Manicurist	12.0410

Lawson State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Pharmacy Technician Assistant	51.0805

Northeast Alabama Community College

<u>Field of Study</u>	<u>CIP Code</u>
Computer Information Systems	11.0101

Reid State Technical College

<u>Field of Study</u>	<u>CIP Code</u>
Emergency Medical Services	51.0904
Emergency Medical Services (Advanced)	51.0904
Hospitality and Service Management	52.0901

Wallace State Community College – Hanceville

<u>Field of Study</u>	<u>CIP Code</u>
Engineering Technology w/Options	15.0000
Machine Tool Technology	48.0507

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 D:

Summary of Post-Implementation Reports

Staff Presenter:

Ms. Ellen E. Haulman
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission receive the post-implementation reports submitted by the institutions listed below.

Background:

Program that met post-implementation conditions:

- The University of South Alabama, Bachelor of Science in Emergency Medical Services (CIP 51.0904)

Programs that did not meet post-implementation conditions:

- The University of South Alabama, Master of Science in Civil Engineering (MSCE) in Civil Engineering (CIP 14.0801) *[A request for a second post-implementation review period is on this agenda as a decision item.]*
- The University of South Alabama, Doctor of Nursing Practice (DNP) in Nursing (CIP 51.3801) *[A request for a second post-implementation review period is on this agenda as a decision item.]*

Supporting Documentation:

1. Unpublished post-implementation reports submitted by the institutions. Available upon request.
2. "Summary of Reports on Post-Implementation Conditions," attached.

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

2012 Reports

The University of South Alabama

Meeting Conditions:

Program: Emergency Medical Services, BS, CIP 51.0904

Approved by Commission: June 22, 2007

Proposed Implementation Date: August 2007

Actual Implementation Date: August 2007

Post-Implementation Conditions:

- 1) That the annual average new enrollment headcount for 2007-08 through 2011-12, will be at least 18, based on the proposal.
- 2) That the average number of graduates for the Academic Years 2009-10 through 2011-12 will be at least 9, 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 a report be provided concerning progress in achieving accreditation of the program by the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

Emergency Medical Services, BS, CIP 51.0904	Average New Enrollment Headcount	Average Number of Graduates, 2009-10 through 2012-12	Percentage of Graduates Employed in Field
Required	18	9	75%
Reported	49	9	97%

Condition 1: New student enrollment that was reported by USA included paramedics who transferred coursework into the baccalaureate program. Most students enrolled in the program attend part-time and are working.

Condition 2: Because many students are working paramedics and attend part-time, it typically takes longer than four years to complete the program. For this reason, 12 graduates in 2012-13 are included in the average. The program has had twelve graduates in each of its two most recent years. In addition, the program had seven additional graduates in spring 2009, before the review period began. These were not counted in the average.

Condition 4: Documentation concerning programmatic accreditation was included in the report.

Not Meeting Conditions:

- Program: Nursing, DNP, CIP 51.3801

Approved by Commission: September 22, 2006

Proposed Implementation Date: January 2007

Actual Implementation Date: January 2007 (on schedule)

Post-Implementation Conditions:

- 1) That the annual average new enrollment headcount for the first five years will be at least 40, based on the proposal.
- 2) That the average number of graduates for the Academic Years 2008-09 through 2011-12 will be at least 33, 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 documentation be provided to show that the program has been accredited by the Commission on Collegiate Nursing Education (CCNE), the accrediting arm of the American Association of Colleges of Nursing (AACN).

Nursing, DNP, CIP 51.3801	Average New Enrollment Headcount	Average Number of Graduates, 2008-09 through 2011-12	Percentage of Graduates Employed in Field
Required	40	33	75%
Reported	95	20	100%

Condition 1: Average based on four years, 2007-08 through 2010-11.

Condition 2: The report said that this has not been met, because virtually all the students admitted to the program are employed full-time and continue this employment while completing the program.

Condition 4: USA provided documentation of the program by CCNE through June 30, 2016.

- Program: Civil Engineering, MSCE, CIP 14.0801

Approved by Commission: December 8, 2006

Proposed Implementation Date: August 2007

Actual Implementation Date: August 2007 (on schedule)

Post-Implementation Conditions:

- 1) That the annual average new enrollment headcount for the first five years, beginning 2007-08, will be at least 15, based on the proposal.

- 2) That the average number of graduates for the period 2008-09 through 2011-12 will be at least 9, 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 job advancement, or in being accepted for further graduate or professional study.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Civil Engineering, MSCE, CIP 14.0801	Average New Enrollment Headcount	Average Number of Graduates, 2008-09 through 2011-12	Percentage of Graduates Employed in Field
Required	15	9	75%
Reported	9	3	82%

Condition 1: According to the report, enrollment was hindered by several unforeseen factors. The downturn in the economy in the local and national economy (particularly in building construction and civil engineering) negatively impacted local engineering companies and potential students.

Decreased state funding delayed the hiring of needed faculty. Three existing faculty members departed due to death, family issues, and unfavorable tenure decisions. This also resulted in temporary limits on the faculty resources available for the program. However, a full complement of faculty was to be in place for the 2012-13 academic year.

Condition 2: The program did not meet the graduation post-implementation requirement and has not met minimum viability as described in the ACHE statute. As noted in the comments to condition 1, economic and faculty resource issues impacted the program. Full-time students complete the program in two years; however, many students are attending part-time while working.

Condition 3: Nine of eleven graduates are known to have acquired civil engineering employment. Six of these graduates are employed in the Mobile/Baldwin County area.

Condition 4: USA provided a detailed analysis of problems and solutions related to the program. The report noted that the program is the only one in the state that has a focus on coastal engineering.

The program has unique research equipment that has been acquired through the use of external funding. An indoor 20 foot by 30 foot wave laboratory was designed and built, complete with a programmable bulkhead capable of producing any number of waves. It allows students to experience the forces and impacts of waves on structures. A jag ski has also been developed. It collects georeferenced bathymetry (depth measurements), current velocity profiles and discharge, and near-surface water quality indicators, as well as concentrations of refined fuel and crude oil, by using a number of instruments with integrated Global Positioning System capability.

One graduate was recognized by the American Council of Engineering Companies for contributions to the 2011 Alabama Engineering Project of the Year and an honorable mention nationally, for a coastal protection project near Bayou LaBatre.

INFORMATION ITEM E: Changes to the Academic Program Inventory

Staff Presenter: Ms. Ellen E. 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.
2. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.06. Available upon request.
3. Written unpublished documentation provided by the institutions. Available upon request.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, June 14, 2013

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.

Bishop State Community College	15.0201	Civil Engineering Technology, AAS
Wallace Community College (Dothan)	41.0205	Nuclear Engineering Technology, AAS

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	13.1314	Physical Education <u>Kinesiology</u> , BSEd, MAEd
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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

None.

INFORMATION ITEM F: The University of South Alabama and the University of Mobile, Dual Degree Programs Related to Engineering

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

Staff Recommendation: For information only.

Background: The University of South Alabama (USA) has informed the Commission of the intent to offer dual degree programs with the University of Mobile (UOM). Through these programs, students who complete the academic requirements for both institutions will be awarded a Bachelor of Science degree from the University of Mobile and the Bachelor of Science in an engineering program from USA. USA currently has the following baccalaureate-level engineering programs listed in the Commission's Academic Program Inventory: Chemical Engineering (CIP 14.0701); Civil Engineering (CIP 14.0801); Computer Engineering (CIP 14.0901); Electrical Engineering (CIP 14.1001); and Mechanical Engineering (CIP 14.1901).

Under the agreement between the two institutions, an undergraduate student enrolled at the UOM may complete general education and pre-engineering courses at UOM and transfer to USA. Courses taken at UOM will be accepted by USA and students will have an expedited admission to the baccalaureate engineering programs at USA. Any student admitted to USA who does not successfully complete or who elects not to complete the requirements for the USA program will be eligible for readmission to UOM, under regular readmission standards, to complete the requirements for a baccalaureate degree from UOM.

Commission guidelines define dual degree programs as programs that are sponsored by two different institutions or two departments, schools, or colleges within an institution, leading to the awarding of two separate degrees. These programs do not require Commission approval but must be presented to the Commission as information items prior to implementation. This definition assumes the existence of two degree offerings prior to an agreement for a dual offering. The dual program will not have a discrete entry in the Commission's Academic Program Inventory.

Supporting Documentation:

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

3. January 15, 2013, letter from Wanda Maulding, SACS Liaison, University of South Alabama, with written unpublished documentation provided by the institutions. Available upon request.

INFORMATION ITEM G: Notification of Name Change for Drake State Technical College

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

Staff Recommendation: For information only.

Background: Dr. Mark A. Heinrich, Chancellor, the Alabama Department of Postsecondary Education (ADPE), has notified the Commission of the impending name change of a state two-year college. The name of J.F. Drake State Technical College will be changed to J.F. Drake State Community and Technical College, effective July 1, 2013.

The name change was approved by the State Legislature and signed by Governor Robert Bentley. The name change is related to the process of the institution's conversion from technical college to community college instructional role.

This change is for the institutional name only. A request for approval of a new instructional role will be submitted for review and approval by the Commission.

Supporting Documentation:

1. April 25, 2013, letter from Mark A. Heinrich, Chancellor, ADPE. Available upon request.
2. Act 2013-93, "Relating to J.F. Drake State Technical College; to rename the college J.F. Drake State Community and Technical College." Available upon request.

INFORMATION ITEM H: Jacksonville State University, Establishment of the Center for Behavioral Studies

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 Behavioral Studies. The center will not award academic credit to students; therefore, not requiring Commission approval.

According to information submitted by JSU, the mission of the center is to support faculty research addressing issues of global importance while concurrently training students, and providing the community with applied behavior analysis services for individuals with special needs.

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 Jacksonville State University. Available upon request.

INFORMATION ITEM I: Central Alabama Community College, Relocation of an Off-Campus Program: Associate in Applied Science in Drafting and Design Technology from the Childersburg Campus to the Talladega Center (CIP 15.1301)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For Information Only.

Proposal: Central Alabama Community College (CEN) plans to relocate courses that will lead to an Associate in Applied Science (AAS) in Drafting and Design Technology from CEN's Childersburg Campus to the Talladega Center beginning in the fall 2013.

Background: An official with CEN 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: Central Alabama Community College will deliver courses for the Drafting and Design Technology program at the Talladega Center, 1009 South Street, Talladega, Alabama (Talladega County). The site is located within CEN's service area.

Relationship to the Commission's Academic Program Inventory: CEN currently has the AAS in Drafting and Design Technology at CIP 15.1301 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 Drafting and Design Technology.

Strength of the Existing Program: Since the fall of 2008, a total of 158 students have enrolled in CEN's Drafting and Design Technology program, with a total of 20 students completing the AAS program.

Adequate Student Demand: Student demand is adequate at this time.

Need for Program: According to CEN officials, the relocation of the Drafting and Design Technology program to the Talladega Center will serve those students in Talladega County where the Drafting and Design Technology program is currently not offered.

Effect on the Existing Program: Relocating the existing Drafting and Design Technology program to the Talladega Center will not have a negative effect on the program.

Resources: According to the proposal, additional resources will not be required for the relocation of the Drafting and Design Technology program.

Admission and Program Completion Requirements:

Admission and program requirements will be the same for the Talladega Center as those for the program offered at CEN's Childersburg Campus.

Public Review: The proposal was posted on the Commission website from March 19 until April 8 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

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

INFORMATION ITEM J: The University of North Alabama, Establishment of the Center for Global Engagement

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The University of North Alabama (UNA) has submitted plans to the Commission for the establishment of the Center for Global Engagement. The center will not award academic credit to students; therefore, not requiring Commission approval.

According to information submitted by UNA, the purpose the Global Center for Engagement is to promote all aspects of campus internationalization. This includes but is not restricted to: study abroad, faculty-abroad opportunities, international student admissions, student development for international students, development of international partnerships with foreign universities, developing protocols related to partner-school degree arrangement (2+2, 3+1, 3+1+1), encouraging development of courses with a global focus, and seeking grants in support of internationalization initiatives.

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 University of North Alabama. Available upon request.

Institutions of Higher Education

