

Alabama Commission on Higher Education

RSA Union Building, 100 North Union Street, Room 782

Montgomery, AL 36104

Office: 334-242-1998

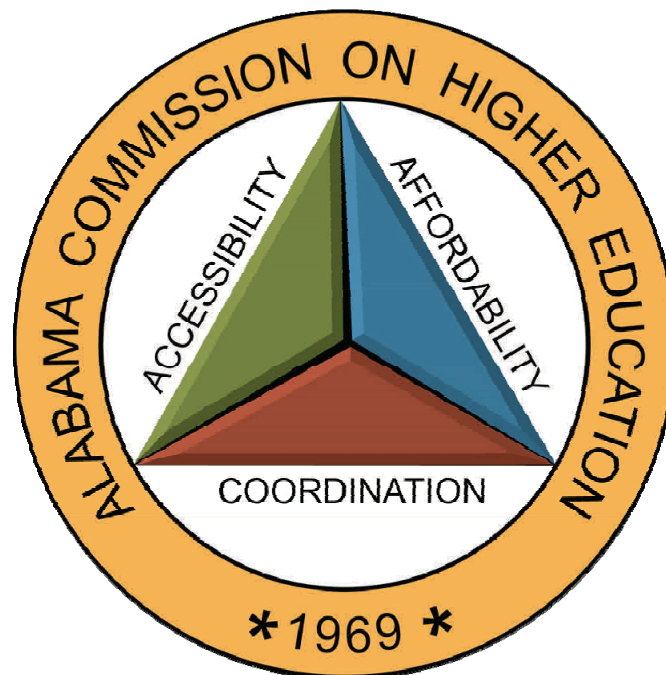
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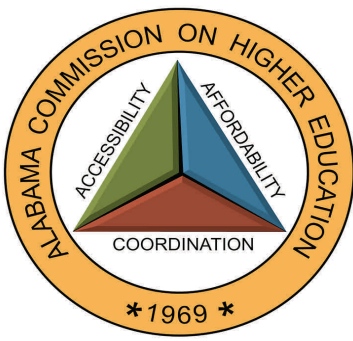
COMMISSION MEETING

September 12, 2014

10:00 a.m.



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



AGENDA

ALABAMA COMMISSION ON HIGHER EDUCATION

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

September 12, 2014

10:00 a.m.

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ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING

June 13, 2014

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, June 13, 2014 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. Commissioner Raine welcomed the new president of the University of South Alabama, Dr. Tony Waldrop.

II. Roll Call of Members and Determination of Quorum

Members present: Jeff Coleman, Andrew Linn, William Powell, Charles Ball, Missy Smith, Charles Sanders, Bill Jones, Patricia McGriff, Karen Calametti, Sydney Raine, and Darius Foster. Member absent: 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 Raine seconded. Motion carried. The agenda was approved.

IV. Consideration of Minutes of March 21, 2014

RESOLVED: Commissioner Calametti moved for approval of the March 21, 2014 minutes. Commissioner Jones seconded. Motion carried. The minutes were approved.

V. Chairman's Report

The Nominating Committee was appointed by Commissioner Coleman: Commissioners Powell, Calametti, and Smith. The Committee will report to the Commission at the September 2014 meeting.

Commissioner Coleman reported that he toured the Alabama College of Osteopathic Medicine in Dothan. He stated that the school spawned out of the Alabama Medical Consortium to create rural doctors in Alabama. He stated that he was overwhelmed by the investment that was made and the progress coming forth in medical education.

He pointed out that June 6, 1944 is the 70th anniversary of D-Day. He expressed his gratitude for the effort put forth by great men and women that supported World War II in advancing the freedom of our country. In recognition of D-Day, Commissioner Coleman read the following poem *Normandy* by Cyril Crain:

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1 *Come and stand in memory
Of men who fought and died
They gave their lives in Normandy
Remember them with pride.*

2 *Soldiers, Airmen, sailors,
Airborne and marines
Who in civvy life were tailors
and men who worked machines.*

3 *British and Canadian
And men from the USA
Forces from the Commonwealth
They all were there that day.*

4 *To Juno, Sword, Utah
Beaches of renown
Also gold and Omaha
That's where the ramps went down.*

5 *The battle raged in Normandy
Many lives were lost
The war must end in victory
And this must be the cost.*

6 *When my life is over
And I reach the other side
I'll meet my friends from Normandy
And shake their hands with pride.*

He then asked for a moment of silence for those who fought for our freedom.

A Certificate of Appreciation was given to Mr. Willie Darden for 16 years of service to the Commission as a Senior Programmer. The Certificate will become a part of the official minutes of the Commission on Higher Education.

On behalf of the Commission on Higher Education, Commissioner Drew Linn presented Commissioner Coleman with an award for his service as chairman. He thanked Commissioner Coleman for his commitment to the Commission and state of Alabama.

Commissioner Coleman made the following comments:

I can't say enough of how rewarding this experience has been for me. I will always cherish the memory and the time and the service here. And I can't say enough good things about the Commission and what we do and my fellow Commissioners. This is truly service above self. ..I can't say enough good things about Dr. Fitch and our staff. I've enjoyed the time that I've spent here and all the work we have done together and the advances that we have made. It's been a great honor and a pleasure to be a part of higher education. Thank you and I appreciate it.

VI. Executive Director's Report

Dr. Fitch announced that Ms. Cheryl Newton received the John H. Buchanan service award from the State Financial Aid Officers for her commitment and dedication to student financial aid.

VII. Decision Items

Commissioner Coleman explained that by statute a majority of the members of the Commission shall constitute a quorum at a meeting. The approval of a new unit or program of instruction or a new public institution of higher education or the recommendation of a new unit of research or public service as provided in Section 16-5 of the Alabama Code, shall require the concurrence of the majority of the members of the Commission. Therefore new units of instruction will require a vote of seven Commissioners for approval.

A. Academic Programs

1. Auburn University at Montgomery, Bachelor of Science in Special Education (CIP 13.1001)

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

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

2. Alabama A&M University, Master of Science in Kinesiology (CIP 31.0505)

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

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

3. Alabama State University, Bachelor of Science in Biomedical Engineering (CIP 14.0501)

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

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

4. Athens State University, Bachelor of Science in Information Assurance (CIP 52.1201)

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 Raine seconded. Motion carried.

5. University of South Alabama, Bachelor of Science in Instructional Design and Performance Improvement (CIP 13.9999)

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 Linn seconded. Motion carried.

6. University of West Alabama, Associate in Applied Science in Emergency Medical Services (CIP 51.0904)

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 Raine seconded. Motion carried.

7. University of West Alabama, Associate in Applied Science in Fire Science (CIP 43.0203)

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 Jones seconded. Motion carried.

8. University of West Alabama, Bachelor of Arts/Bachelor of Science in Interdisciplinary Studies (CIP 30.0000)

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 Ball seconded. Motion carried.

9. Calhoun Community College, Associate in Applied Science and Certificate in Salon and Spa Management (CIP 12.0412)

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 Raine seconded. Motion carried.

10. Lawson State Community College, Associate in Applied Science and Certificate in Hospitality Services Management (CIP 52.0999)

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

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

11. Lawson State Community College, Associate in Applied Science and Certificate in Culinary Arts (CIP 12.0503)

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

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

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12. Shelton State Community College, Associate in Applied Science and Certificate in Health Information Technology (CIP 51.0707)

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

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

13. Wallace State Community College (Selma), Certificate in Patient Care Technician (CIP 51.1614)

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 Sanders seconded. Motion carried.

14. Auburn University at Montgomery, Master of Education in Kinesiology (CIP 31.0505)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

15. Auburn University, Master of Science in Agricultural Leadership (CIP 13.1319)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

16. University of South Alabama, Doctor of Philosophy in Computing (CIP 11.0101)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

17. University of South Alabama, Master of Science in Marine Conservation and Resource Management (CIP 03.0205)

Dr. Lenny Lock 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 McGriff seconded. Motion carried.

18. Alabama State University, Master of Social Work (CIP 44.0701)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

19. Auburn University at Montgomery, Education Specialist in Special Education (CIP 31.1001)

Dr. Lenny Lock 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.

20. Auburn University at Montgomery, Master of Education in Instructional Technology (CIP 13.0501)

Dr. Lenny Lock 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 Ball seconded. Motion carried.

21. Auburn University at Montgomery, Master of Education in Special Education (CIP 31.1001)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

22. University of North Alabama, Master of Science in Family Studies (CIP 19.0704)

Dr. Lenny Lock 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.

23. Auburn University at Montgomery, Bachelor of Science in Kinesiology (CIP 31.0505)

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 Sanders seconded. Motion carried.

B. Change of Instructional Role

1. Athens University, Change of Instructional Role to Include Master's Level

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation not to approve.

RESOLVED: Commissioner Powell moved for approval of Athens' request for a change in instructional role to include the master's level. Smith seconded.

There was discussion which included questions and comments from Commissioners Foster, Powell, and Smith. Comments in support of approving the request came from Dr. Sandra Sims-deGraffenried, chairman of the Athens State University Board of Trustees.

Commissioner Raine called for the vote by roll call. 6 voted No. 5 voted Yes. Motion failed. A copy of the roll call vote tally is attached.

C. Extensions/Alterations of Existing Programs and Units of Instruction

1. University of Alabama at Birmingham, Addition of a Concentration in Occupational Safety to the Existing BS in Management (CIP 52.0201)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

2. University of Alabama at Birmingham, Addition of a Concentration in Mathematical Economics to the Existing BS in Economics (CIP 52.0601)

Dr. Lenny Lock 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 Sanders seconded. Motion carried.

3. Alabama State University, Addition of an Option in Coaching Non-Certification to the Existing BS in Physical Education (CIP 13.1314)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

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4. Alabama State University, Addition of an Option in Collaborative Education (K-12) Non-Certification to the Existing BS in Special Education (CIP 13.1001)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

5. Alabama State University, Addition of an Option in Elementary Education Non-Certification to the Existing BS in Elementary Education (CIP 13.1202)

Dr. Lenny Lock 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 Linn seconded. Motion carried.

6. University of Alabama, Addition of an Option in Analytics and Statistics to the Existing MS in Applied Statistics (CIP 27.0502)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

7. University of Alabama, Addition of a Track in Decision Analytics to the Existing MS in Operations Management (CIP 52.1301)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

8. Alabama State University, Addition of an Option in Early Childhood Education (P-3) Non-Certification to the Existing BS in Early Childhood Education (13.1210)

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 Raine seconded. Motion carried.

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9. University of Alabama at Birmingham, Restructuring and Renaming within the UAB School of Nursing

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 Linn seconded. Motion carried.

10. University of Alabama, Addition of a Concentration in Educational Neuroscience to the Existing PhD in Educational Psychology (CIP 42.2806)

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

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

11. Auburn University at Montgomery, Reorganization of the School of Business

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 Linn seconded. Motion carried.

12. University of Alabama, Establishment of the University of Alabama Cyber Institute

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 Sanders seconded. Motion carried.

13. University of Alabama at Birmingham, Establishment of a Joint Department of Biomedical Engineering in the School of Engineering and Medicine

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 Linn seconded. Motion carried.

14. University of South Alabama, Addition of a Graduate School Track to the Existing BS in Meteorology (CIP 40.0404)

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

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

15. Troy University, Addition of Three Concentrations to the Existing MS in Computer Science (CIP 11.0101)

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

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

16. University of West Alabama, Addition of an Option in Instructional Leadership, Non-Alabama Teacher Certification to the Existing MEd in Instructional Leadership (CIP 13.0401)

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 Jones seconded. Motion carried.

17. Gadsden State Community College, Addition of a Certificate In Drafting and Design Technology to the Existing AAS in Drafting and Design Technology (CIP 15.1301)

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 McGriff seconded. Motion carried.

18. Snead State Community College, Addition of Options in Database Administration and Network Security & Virtualization to the Existing AAS in Computer Information Systems (CIP 11.0101)

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

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

19. Wallace State Community College (Dothan), Addition of Four Options to the AAS in Engineering Graphics and Animation (CIP 15.1301)

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.

20. Wallace State Community College (Dothan), Addition of an Option in Advanced Manufacturing Technology to the Existing AAS in Industrial Maintenance Technology (CIP 47.0303)

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

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

21. Wallace State Community College (Hanceville), Addition of an Option in Transportation Management to the Existing AAS in Business Management and Supervision (CIP 52.0204)

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 McGriff seconded. Motion carried.

22. Wallace State Community College (Hanceville), Addition of Options in Flight Technology CFI Helicopter and Flight Technology CFI Airplane to the Existing AAS in Flight Technology (CIP 49.0102)

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

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

D. New Exempt Off-Campus Sites

1. Enterprise State Community College, New Off-Campus Site: Academy at Fairhope Airport

Dr. Lenny Lock 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 Raine seconded. Motion carried.

E. Request to Amend Post-Implementation Conditions

1. Jacksonville State University, Master of Science in Manufacturing Systems Technology (CIP 15.9999) - Second Request

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

2. University of South Alabama, BS in Information Systems (CIP 11.0401)

Dr. Lenny Lock 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 Linn seconded. Motion carried.

3. University of South Alabama, BS in Information Technology (CIP 11.0103)

Dr. Lenny Lock 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 Linn seconded. Motion carried.

4. Chattahoochee Valley Community College, Associate in Applied Science and Certificate in Medical Assisting (CIP 51.0801)

Dr. Lenny Lock 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.

5. Chattahoochee Valley Community College, Associate in Applied Science and Certificate in Homeland Security (CIP 43.9999)

Dr. Lenny Lock presented the staff recommendation to the Commission with a recommendation for approval.

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

6. Wallace State Community College (Dothan), Associate in Applied Science in Criminal Justices (CIP 43.0107)

Dr. Lenny Lock 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.

F. Amendments to the Administrative Procedures for the Alabama National Guard Educational Assistance Program

Mr. Tim Vick presented the staff recommendation to the Commission with a recommendation for approval.

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

VIII. Information Items

RESOLVED: Commissioner Powell moved to accept Information Items 1 through 6. Commissioner Ball seconded. Motion carried.

1. Auburn University, Change in the Name of the Department of Art to the Department of Art and History
2. Auburn University at Montgomery, Establishment of Two Departments: The Department of Economics, Finance and Marketing; and the Department of Information Systems and Management
3. Auburn University at Montgomery, Change in the Name of the Department of Physical Sciences to the Department of Chemistry
4. Auburn University at Montgomery, Change in the Name of the Department of Physical Education and Exercise Science to the Department of Kinesiology
5. Bevell State Community College, New Exempt Off-Campus Site
6. Bishop State Community College, New Exempt Off-Campus Site
7. Faulkner State Community College, New Exempt Off-Campus Site
8. Bevell State Community College, Relocation of the Machine Tool Technology, AAS (CIP 48.0507) Program to Bevell State's Business Incubator Off-Campus Site
9. University of Alabama at Birmingham, Establishment of the UAB Bachmann-Strauss Dystonia and Parkinson's Disease Center for Excellence
10. University of Alabama at Birmingham, Change in the Name of the Center for Health Services Continuing Education to the Center for Healthcare Management and Leadership
11. Changes to the Academic Program Inventory
12. Implementation of New Short Certificate Programs (Less than 30 Semester Hours)
13. Implementation of Non-Degree Programs at Senior Institutions
14. Implementation of a Distance Education Program

- 15. Summary of Post-Implementation Reports
- 16. Implementation of Approved Programs

IX. Adjournment

The meeting was adjourned at 11:50 p.m. The next meeting of the Commission is scheduled for September 12, 2014.

Jeff Coleman, Chairman

Sworn to and subscribed before
me this the ____ day of _____
2014.

Gregory G. Fitch, Executive Director

Notary Public

DRAFT

DECISION ITEM **A**: Fiscal Year 2014-15 Operations Plan

EXECUTIVE SUMMARY

Reason for Action: The Executive Budget Office requires that each agency submit a spending plan for each fiscal year. This plan, which was due to the Executive Budget Office on July 25, 2014, was submitted in draft form pending approval of the Commission.

Summary: In Fiscal Year 2014-15, the Commission's total budget will be \$21,572,286. This is a decrease of \$666,000 from FY 2013-14's original budget of \$22,238,286.

DECISION ITEM A: Fiscal Year 2014-15 Operations Plan

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

Staff Recommendation: That the Commission on Higher Education approve the Fiscal Year 2014-15 Operating Plan.

Background: The purpose of the Operations Plan is to ensure that the objectives of the Legislature's FY 2015 appropriations are satisfied. Each agency is required to submit a plan for each budget unit showing expenditures for each quarter of the fiscal year. This plan, which was due to the Executive Budget Office on July 25, 2014, was submitted in draft form pending approval of the Commission.

In Fiscal Year 2014-15, the Commission's total budget will be \$21,572,286. This is a decrease of **\$666,000** primarily due to the elimination of two programs in our appropriation, the National Center for Sports Safety and the Jefferson County Farmers Market. The programs listed below received the following decreases/increases in the FY 2014-15 budget:

Articulations and General Studies	200,000
Alabama Agricultural Land Grant Alliance	(288,000)
ACHE Planning and Coordination (O &M)	100,000
National Center for Sports Safety	(588,000)
Adaptive and Disability Sports	(40,000)
Jefferson County Farmers Market	(50,000)
Total	\$ 666,000

As for sources of revenue, in the coming fiscal year, approximately 90.0% of the Commission's funds come from the state's Education Trust Fund, 8.0% from the federal government, and 2.0% from local funds. In FY 2014-15, approximately 82.0% of the Commission's budget will be directed toward Grants and Benefits. The operations portion of the budget represents approximately 18.0% of the total funds available.

- Supporting Documentation:
1. EBO Form 8. Agency Summary. Attached.
 2. FY 2014-15 Operations Plan. Entire Document. Available upon request.

EBO FORM NO. 8
 REVISION NO.:

OPERATIONS PLAN
 FISCAL YEAR 2014-2015

AGENCY NO. 319

DATE:

AGENCY NAME: ALABAMA COMMISSION ON HIGHER EDUCATION

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

BUDGET ORG. NAME: BUDGET ORG NO.:

OBJECTIVE	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER	TOTAL
NUMBER OF EMPLOYEES:	28	29	30	30	XXXXXXXXXXXX

CODE NO.	EXPENDITURES BY MAJOR OBJECT:	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER	TOTAL
01	PERSONNEL COSTS	734,739	562,737	562,737	480,876	2,341,089
02	EMPLOYEE BENEFITS	215,580	183,098	183,598	166,001	748,277
03	TRAVEL-IN-STATE	7,733	4,854	6,004	6,800	25,391
04	TRAVEL-OUT-OF-STATE	12,500	1,000	2,500	1,000	17,000
05	REPAIRS AND MAINTENANCE	1,250	250	250	650	2,400
06	RENTALS & LEASES	111,093	104,853	104,853	109,928	430,727
07	UTILITIES & COMMUNICATIONS	9,400	6,850	7,850	10,400	34,500
08	PROFESSIONAL SERVICES	77,477	42,480	41,480	64,145	225,582
09	SUPPLIES & OPERATIONS	75,418	41,615	41,115	74,138	232,286
10	TRANSPORTATION EXPENSES	1,300	1,500	1,500	1,700	6,000
11	GRANTS, BENEFITS & CLAIMS	5,509,703	3,988,960	3,986,311	4,004,060	17,489,034
12	CAPITAL OUTLAY					
13	TRANSPORTATION PURCHASES					
14	OTHER EQUIPMENT PURCHASES	1,500	-	-	18,500	20,000
15	DEBT SERVICE					
16	NON-EXPENDITURE DISB.					
	TOTAL EXPENDITURES	6,757,693	4,938,197	4,938,198	4,938,198	21,572,286

SOURCE OF FUNDS	FUND NO.	FUND NAME	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER	TOTAL
403	FUNDS BROUGHT FWD(FEDERAL)		716,783				716,783
754	FUNDS BROUGHT FWD (TSPAT)		25,000	25,000	25,000	25,000	100,000
200	ETF		5,008,193	4,860,697	4,860,698	4,860,698	18,590,286
403	FEDERAL AND LOCAL		1,001,467	46,250	46,250	46,250	1,140,217
458	AGSLP						
1160	FUNDS BROUGHT FWD(MONITOR)						
778	SAILS						
200	COLA SALARY INCREASE						
1170	AL STUDENT ASSISTANCE KNIGHT		6,250	6,250	6,250	6,250	25,000
	TOTAL SOURCE OF FUNDS		6,757,693	4,938,197	4,938,198	4,938,198	21,572,286

EBO USE ONLY
 DATE: APPROVED: Gregory S. Felt
 A: DATE: 24 July 14

DECISION ITEM B: Approval of 2015 Meeting Schedule

Staff Presenter: Tim Vick
Director of Operations and Fiscal Services

Staff Recommendation: That the Commission approve the proposed meeting schedule for 2015.

Proposed Meeting Schedule for 2015

March 20, 2015
June 12, 2015
September 11, 2015
December 4, 2015

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

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

Supporting Documentation: None.

DECISION ITEM C: Personnel Procedures Manual Revisions 2014

Staff Presenter: Tim Vick
Director of Operations and Fiscal Services

Staff Recommendation: That the Commission approve the proposed revisions to the agency's Personnel Procedures Manual.

Background: The staff has completed a review of the agency's Personnel Procedures Manual. This is the first comprehensive review of the manual since 2007. As a result of this review, the staff is recommending that revisions be made to the manual.

The majority of the revisions fall into one of the following categories:

- Changes based on amendments to state laws governing leave and benefits.
- Inclusion of statutory and other citations that serve as the basis of policies, when available.
- Changes based on the adoption of a new evaluation model.
- Streamlining of some sections by referring employees to websites, instead of summarizing the information provided there.

The proposed revisions to the manual will be mailed to the Commissioners under separate cover.

Supporting Documentation: Personnel Procedures Manual 2014. Mailed under separate cover.

DECISION ITEM D: Revisions to Commission Bylaws

Staff Presenter: Tim Vick
Director of Operations and Fiscal Services

Staff Recommendation: That the Commission approve the proposed revisions to the Commission's Bylaws.

Background: The staff is proposing revisions to the Commission's Bylaws in order to clarify that voting procedures apply to all new units of instruction, research and public service, not just to new instructional programs.

The proposed revisions follow. Old language is struck-through; new language is underlined.

Supporting Documentation: Commission Bylaws, Article V: Meetings. Attached.

**Alabama Commission on Higher Education
Bylaws**

Article V: Meetings

The Alabama Commission on Higher Education shall hold regular meetings as provided by the annual adoption of a calendar of regular meeting dates. Special meetings may be held at any time by call of the chairman or by call of six of the membership or upon call by the Governor. The Commission shall abide by the Alabama Open Meetings Act, as it may be amended from time to time. The Commission shall meet at least once every three months. The chairman shall preside over all meetings of the Commission. In the absence of the chairman, the vice-chairman shall preside. In the absence of both the chairman and the vice-chairman, the chairman shall designate a member to preside. Roberts' Rules of Order will be used as a procedural guide for conducting all business, unless they conflict with the Commission's stated bylaws.

An agenda which lists those items on which action is expected at the meeting shall be published in advance of the meeting date as required by law and shall be distributed to the Commission members, the president of each postsecondary education institution, the chairman of the governing board of each such institution, and the public upon request. The Commission will meet as often as seems desirable on the campuses of the institutions of higher education in the state.

A majority of the members of the Commission shall constitute a quorum for the purpose of conducting official business. No vote may be taken on any matter which requires Commission action unless a quorum is present. Commission action shall be determined by a voice vote or a show of hands of Commission members; however, any Commissioner may request a roll call vote on a specific matter and/or the chair may request a roll call vote if the outcome of a voice vote or a show of hands is in question. A show of hands vote or a roll call vote may become necessary if an action requires more than a simple majority vote. Proxy voting shall not be allowed. Commission members must be physically present in order to vote.

The positive recommendation of a new instructional program, new unit of instruction, research, or public service, or a new public institution of higher education (as provided in Code of Alabama, 16-5-4(b)) shall require the concurrence of a majority (7) of all the members of the Commission.

A new instructional program, new unit of instruction, research, or public service, or a new public institution of higher education that receives a negative recommendation by a majority vote of Commission members present may be reconsidered after one year provided that in the judgment of the Commission, substantive changes indicate the need for reconsideration.

A new instructional program, new unit of instruction, research, or public service, or a new public institution of higher education that receives a favorable vote of a majority of the members present, but which falls short of receiving a favorable vote by a majority of the members of the Commission, may be reconsidered at the next regularly scheduled meeting.

At the Commission's discretion, a "consent agenda" may be used to expedite action on common issues; however, any Commissioner may request that a specific issue(s) be held from the consent approval for further review and/or action.

Expenses incurred by Commission members in the performance of their duties shall be reimbursed at the rate authorized for state employees.

The Commission shall approve the Commission's annual budget request prior to the fiscal year for which it is effective. The Commission shall establish such personnel policies regarding staff personnel as deemed necessary. Such policies may be established by resolution at any regular meeting or at any special meeting.

DECISION ITEM E-1: Alabama A&M University, Bachelor of Science in Plant Biotechnology (CIP 26.1201)

EXECUTIVE SUMMARY

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

Program Objective: The BS Plant Biotechnology major will use tools of molecular biology, genetics, bioinformatics, plant breeding and tissue culture to learn how plant cells work and to develop plants with improved growth traits and characteristics. This BS degree program will prepare students for entry positions in the plant and agricultural biotechnology industries and various government agencies as laboratory technicians, quality control technicians, assay analysts and biochemical technicians.

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

Mode of Delivery: According to AAM officials, the Blackboard system may be used as part of the course delivery system for some of the courses as is the norm for most courses offered at the University; however, they do not envision offering Plant Biotechnology courses online at this time.

Similar Program: The proposed BS in Plant Biotechnology program is not duplicative of other programs in the State of Alabama. The biotechnology programs in the state are not specific to plant and agricultural biotechnology, rather they are either at the associate or graduate level.

Collaboration: AAM is exploring collaborations and direct links with: Calhoun Community College and the University of Alabama in Huntsville (UAH). Also being explored are collaborations with University of Alabama at Birmingham (UAB) and the Hudson-Alpha Biotechnology Institute in Huntsville.

Resources: A total of \$351,065 in new funds will be needed for the program in the first five years. A total of \$2,267,150 will be available from the former Plant Science program budget, since the BS Plant Biotechnology program will replace the AAM BS in Plant Science program,

Public Review: The program was posted on the Commission website from July 8 until July 28 (twenty days) for public review and comment. No comments were received.

Rationale for Staff Recommendation:

1. There is a trend away from hiring narrowly focused specialists to individuals with interdisciplinary academic training in the latest life sciences workforce;
2. The proposed program provides sufficient evidence that it compliments other institutions' programs; and
3. The proposed program leads to a wide range of career opportunity options.

DECISION ITEM E-1: Alabama A&M University, Bachelor of Science in Plant Biotechnology (CIP 26.1201)

Staff Presenter: Dr. Lenny Lock
Director of Instruction and Special Projects

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

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

Implementation Date: The proposed program will be implemented August 2015. Based on Commission policy, the proposed program must be implemented by September 12, 2016, 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 2015-16, will be at least 4, based on the proposal.
2. That the annual average number of graduates for the period 2017-18 through 2019-20 (3-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, 2020.

- 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 June 12, 2014. 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 Plant Biotechnology (CIP 26.1201)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
FACULTY	\$63,463	\$70,831	\$71,539	\$72,255	\$72,977	\$351,065
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	\$63,463	\$70,831	\$71,539	\$72,255	\$72,977	\$351,065

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
INTERNAL REALLOCATIONS	\$397,801	\$397,801	\$417,691	\$417,691	\$417,691	\$2,048,675
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$26,250	\$34,481	\$46,350	\$55,697	\$55,697	\$218,475
TOTAL	\$424,051	\$432,282	\$464,041	\$473,388	\$473,338	\$2,267,150

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2015-16	2016-17	2017-18	2018-19	2019-20	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	7	9	12	14	14	11
NEW ENROLLMENT HEADCOUNT	3	4	4	5	5	4
DEGREE COMPLETION PROJECTIONS	0	0	4	10	10	8

Attachment 2

Summary of Background Information

Bachelor of Science in Plant Biotechnology
Alabama A&M University

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

Objectives: The BS in Plant Biotechnology major will use tools of molecular biology, genetics, bioinformatics, plant breeding and tissue culture to learn how plant cells work and to develop plants with improved growth traits and characteristics. This BS degree program will prepare students for entry positions in the plant and agricultural biotechnology industries and various government agencies as laboratory technicians, quality control technicians, assay analysts and biochemical technicians. The program will combine laboratory skills, academic coursework with biotechnology industrial internship experience to ensure adequately prepared students for a growing biotechnology workforce; as well as create a pipeline for graduate studies in biotechnology.

Student learning outcomes for the proposed program are as follows:

1. Explain and apply major biotechnological concepts evidencing biotechnology literacy.
2. Communicate effectively, both orally and in writing.
3. Explain the interrelatedness of concepts from the molecular biology, biotechnology and the physical sciences.
4. Work as members of interdisciplinary teams.
5. Demonstrate problem solving, critical thinking, and quantitative skills to address plant biotechnological questions.
6. Demonstrate knowledge of national, state, and local standards, policies, protocols and regulations for laboratory, field and biotechnological manufacturing activities.

Administration: The program will be administered by the College of Agricultural, Life and Natural Sciences, Dr. Lloyd T. Walker, Dean; and the Department of Biological & Environmental Sciences Chairperson, Dr. Florence Okafor (Interim); Program Coordinator, Dr. Rao Mentreddy.

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 3 institutions provided responses to the program proposal. There was one response focusing on the overlap in courses with a molecular biology degree; one response was neutral; one supportive mentioning importance of training in molecular techniques.

Accreditation: According to the proposal, there is no accrediting agency for this type of program.

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

- BES 121: Introduction to Biotechnology (3 credit hours)
- BES 301: Plant Biotechnology & Renewable Energy (3 credit hours)
- BES 401 : Ethics in Biotechnology (1 credit hour)

Program Completion Requirements:

- Credit hours required in major: 56
- Credit hours required in minor (if applicable): N/A
- Credit hours in institutional general education or core curriculum: 52
- Credit hours in required or free electives: 16
- Total credit hours required for completion: 124

Collaboration: AAM is exploring collaborations and direct links with: Calhoun Community College's Associate degree in Biotechnology; and University of Alabama in Huntsville's (UAH), Ph.D. program in Biotechnology. It is noteworthy that, AAM already has a joint master's degree program in Biology with UAH. Also being explored are collaborations with University of Alabama at Birmingham (UAB) in connection with their MS degree in Biotechnology, as well as with the Hudson-Alpha Biotechnology Institute in Huntsville, Alabama. AAM has a Memorandum of Understanding in place for collaboration with Hudson-Alpha, a non-for profit leader in Biotechnology.

Distance Education: The AAM Blackboard system may be used as part of the course delivery system for some of the courses as is the norm for most courses offered at the University. Apart from this, AAM does not envision offering Plant Biotechnology courses online at this time. This may become possible in the future.

Admissions: The current requirements for admission into undergraduate programs at AAM will be applied to selection of students for admission to the Bachelor of Science in Plant Biotechnology program.

Entering Freshman are required to have:

- a cumulative grade point average of 2.0 and a minimum American College Test (ACT) score of 18 or a minimum Scholastic Aptitude Test (SAT) score of 1290.

Transfer students will be evaluated for eligibility based on the following criteria:

- Accreditation status of previous institutions (must be regionally accredited);
- Minimum 2.0 GPA on a 4.0 scale;
- Good academic standing at previous institution; and
- Only courses with a grade of "C" or above are eligible to be used as transfer credits.

Need: According to the U.S. Department of Education, National Center for Education Statistics (2012), the number of African Americans graduating with bachelor's degrees in the U.S. is a low 6.3 percent of the total baccalaureates in 1999-2000, which increased to 8.8 percent in 2009-10. This underscores the need for Historically Black Colleges and Universities, such as Alabama A&M University, that traditionally target minority populations, to offer B.S. degree programs in cutting edge technologies that align with emerging job markets. Kathy L Nugent and Avi Kulkarni (2013) in *Nature Biotechnology* indicate that there is a "shift away from hiring narrowly focused specialists to individuals with interdisciplinary academic training in the latest life sciences workforce trends". Thus, this evidence supports a need for instituting this interdisciplinary Plant Biotechnology program at the baccalaureate level.

In further detail, students completing a bachelor's degree in biotechnology will be well prepared for a variety of career opportunities as research scientists in industry, government agencies, food industry, pharmaceutical companies, hospitals and clinics. They will also be prepared to pursue advanced degrees in master's and doctoral programs in a variety of specialized disciplines of biology, chemistry, medicine, animal science, food science and plant science.

Student Demand: A student survey was conducted and the results indicated that about 26 percent of the 111 undecided majors surveyed (29 students) would strongly consider a major of Plant Biotechnology, while 18 percent (20 students) indicated that they might consider it as a major it were offered.

Resources:

Faculty/Staff—

Current faculty to teach in the program:

Primary Faculty--

Full-time: 10

Part-time: 0

Support Faculty:

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 12, 2014

Full-time: 2
Part-time: 0

Additional faculty to be hired to teach in the program:

Primary Faculty--

Full-time: 1
Part-time: 0

Support Faculty--

Full-time: 0
Part-time: 0

Support Staff: No additional support staff will be needed for the program.

Equipment: The institution does not envision a need for additional equipment at this time.

Facilities: The institution does not envision additional facilities will be required for the program.

Library: The Joseph F. Drake Memorial Learning Resources Center (Drake LRC) is the main library and information service building on the AAM campus. The collections in Drake LRC include resources about Plant Biotechnology and the related subjects of plant breeding, agricultural biotechnology, transgenic plants, renewable energy biotechnology and food biotechnology. Drake LRC Library holdings are assessed in a plethora of ways and in accordance with the recommendations suggested by the Network of Alabama Academic Libraries (NAAL) for collection strengths and weaknesses. The assessment levels reveal the collections for Plant Biotechnology are at the basic level for advanced study or at the instructional support level required to support degree programs at the undergraduate and master's level. No remedial action is required at this time.

Program Budget: New funds of \$351,065 will be needed for the program in the first five years. A total of \$2,267,150 will be available through internal reallocation funds and tuition.

Attachment 2
Alabama A&M University

Bachelor of Science
Plant Biotechnology
Four-year Curriculum by Semester
124 Credit Hours

FRESHMAN YEAR					
First Semester			Second Semester		
Course No.	Course Title	Hrs	Course No.	Course Title	Hrs
ORI 101	Survival Skills	1	HIS	Elective ⁴	3
ENG 101	Composition I ¹	3	ENG 102	Composition II ¹	3
MTH 112	Pre-Calculus Algebra	3	MTH 113	Pre-Calculus Trigonometry	3
CHE 101	General Chemistry I	3	CHE 102	General Chemistry II	3
CHE 101 L	General Chemistry I Lab	1	CHE 102 L	General Chemistry II Lab	1
NRE 101	Introduction to Plant Science	<u>4</u>	BIO 103	Principles of Biology & Lab	<u>4</u>
		<u>15</u>			<u>17</u>

SOPHOMORE YEAR					
First Semester			Second Semester		
Course No.	Course Title	Hrs	Course No.	Course Title	Hrs
ENG	Literature Sequence I ²	3	ENG	Literature Sequence II ²	3
BES 121	Introduction to Plant Biotech	4	NRE 433	Introduction to Molecular Genetics	3
			NRE 433 L	Introduction to Molecular Genetics Lab	1
MTH 125	Calculus I	3	AGB 199	Computers in Agriculture	3
BIO 311	Principles of Genetics	3	NRE 431	Principles of Plant Breeding and Genomics	3
BIO 311 L	Principles of Genetics Lab	1			
	FAS 101 or HED 101	<u>2</u>		Social Science Elective ^{3,4}	<u>3</u>
		<u>16</u>			<u>16</u>

JUNIOR YEAR					
First Semester			Second Semester		
Course No.	Course Title	Hrs	Course No.	Course Title	Hrs
NRE 435	Introduction to Bioinformatics	4	ENG 205	General Speech	3
CHE 301	Organic Chemistry I	3	FAS 453 L	Agricultural Biochemistry or CHE 407 & Lab	4
CHE 301 L	Organic Chemistry I Lab	1	NRE 430	Biometry	3
PHY 103	General Physics	4	ECO 232	Principles of Microeconomics	3
	ART 101 or MUS 101	<u>3</u>	BES 301	Plant Biotech and Renewable Energy	<u>3</u>
		<u>15</u>			<u>16</u>

SENIOR YEAR						
First Semester				Second Semester		
Course No.	Course Title	Hrs		Course No.	Course Title	Hrs
NRE 432	Plant Disease Diagnosis	4		NRE 470	Soil, Plant & Water Analysis	4
	Plant Science Electives ⁵	3		NRE 491	Seminar	1
FAS 486	Food Biotechnology	3		BES 401	Ethics in Biotechnology	3
					Plant Science Elective ⁵	<u>6</u>
BES 400	Biotechnology Internship	<u>4</u>				
		15				14

¹Must earn grade of C or better. ENG 103/104 may be taken by international students.

²Literature Electives: (ENG 201/202) or (ENG 203/204).

³Social Science Electives: ECO 200, 231, 232, HIS 101, 102, 201, 202, 204, SOC 201, 210, 213, PSY 201, GEO 214, UPL 103, SWK 205.

⁴HIS Electives: 101, 102, 201, 202, 204.

⁵Plant Science Electives – NRE 365, 370, 406, 421, 451, 460; FAS 486, MGT 315 or MGT 330, BIO 330

DECISION ITEM E-2: Alabama A&M University, Bachelor of Science in Animal Bio-Health Sciences (CIP 01.0999)

EXECUTIVE SUMMARY

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

Program Objective: The Bachelor of Science in Animal Bio-Health Sciences program will address current issues in animal science with specific foci on the use of animal models in biomedical research, diseases of food animals, companion animals, and laboratory animals.

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

Mode of Delivery: The program will have some courses offered via distance education, as the program will have lecture/theory classes that will not require laboratory sessions. Other courses will be offered as hybrid combination of face-to-face and distance education.

Similar Program: The new proposed program (CIP 01.0999) does not duplicate any other state program.

Collaboration: Although not having a formal agreement for this initiative, AAM traditionally collaborates with Tuskegee University. For example, some of AAM's graduates are encouraged to enroll in and are accepted into the Veterinary Medicine program at Tuskegee. Additionally, the program will seek partnerships with area animal health specialists (veterinarians) and pharmaceutical companies.

Resources: No (\$0) additional monies in new funds will be needed for the program in the first five years. A total of \$817,000 will be available from tuition for the proposed program.

Public Review: The program was posted on the Commission website from July 8 until July 28 (twenty days) for public review and comment. No comments were received.

Rationale for Staff Recommendation:

1. There are a variety of career opportunities for graduates in the Animal Bio-Health Sciences field.
2. Minimum additional resources are required in order to offer this bachelor's degree.
3. There appears to be sufficient need and student demand to support the program.
4. The institution has presented an expressed interest for a variety of potential collaborations and partnerships.

DECISION ITEM E-2: Alabama A&M University, Bachelor of Science in Animal Bio-Health Sciences (CIP 01.0999)

Staff Presenter: Dr. Lenny Lock
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Animal Bio-Health Sciences.

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

Implementation Date: The proposed program will be implemented January 2015. Based on Commission policy, the proposed program must be implemented by September 12, 2016, 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 13, based on the proposal.
2. That the annual average number of graduates for the period 2015-16 through 2018-19 (4-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 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 February 1, 2020.

- 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 June 12, 2014. 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 Animal Bio-Health Sciences (CIP 01.0999)

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	\$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

	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	\$48,000	\$97,000	\$152,000	\$220,000	\$300,000	\$817,000
TOTAL	\$48,000	\$97,000	\$152,000	\$220,000	\$300,000	\$817,000

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2014-15	2015-16	2016-17	2017-18	2018-19	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	8	16	25	36	51	27
NEW ENROLLMENT HEADCOUNT	8	10	12	15	20	13 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	4	6	8	10	7

Attachment 2

Summary of Background Information

Bachelor of Science in Animal Bio-Health Sciences
Alabama A&M University

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

Objectives: The program has several interrelated objectives:

- The program will address current issues in animal science with specific foci on the use of animal models in biomedical research, diseases of food animals, companion animals, and laboratory animals.
- The program is designed to meet the needs of students who are interested in animal biosecurity, feed composition and nutrient metabolism, animal physiology and endocrinology, and the use of domestic and companion animal species.
- The program is also designed to prepare students for graduate studies in animal science with a focus on research, veterinary medicine, and public health.
- The Bachelor of Science in Animal Bio-Health Sciences will provide students with the basic knowledge and principles of applied animal biology. Students will acquire critical thinking skills to analyze, evaluate, and synthesize the intricate relationship between applied animal biology and society, including contemporary ethical issues raised by animal research and the use of animals by humans.

Administration: The program will be administered by the College of Agricultural, Life and Natural Sciences, Dr. Lloyd T. Walker, Dean; and the Department of Food and Animal Sciences Chairperson, Dr. Martha Verghese.

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: There is no accreditation agency for Animal Bio-Health. However, students will be encouraged to register and take the official American Registry of Professional Animal Scientists (ARPAS) exam to obtain their certification as animal scientists.

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

Course #	Name	Credit hour
FAS 112	Intro to Animal Bio-Health Sciences	3
FAS 259	Companion Animal Management	3
FAS 320	Animal Biosecurity and Disease	3
FAS 409	Animal Models in Biomed Research	3
FAS 440	Research Methods in Bioscience	3
FAS 460	Animal Anatomy and Physiology	3
FAS 462	Animal Parasitology	3
FAS 491	Animal Health Internship	2

Program Completion Requirements:

- Credit hours required in major: 54
- Credit hours required in minor (if applicable): N/A
- Credit hours in institutional general education or core curriculum: 48
- Credit hours in required or free electives: 27
- Total credit hours required for completion: 129

Collaboration: Although not having a formal agreement for this initiative, AAM traditionally collaborates with Tuskegee University. For example, some of AAM's graduates are encouraged to enroll in and are accepted into the Veterinary Medicine program at Tuskegee. Additionally, the program will seek partnerships with area animal health specialists (veterinarians) and pharmaceutical companies.

Distance Education: The program will have some courses offered via distance education, as the program will have lecture/theory classes (such as the new proposed Research Methods in Bioscience course) that will not require laboratory sessions. Other courses will be offered as hybrid combination of face-to-face and distance education.

Admissions: The program will use the official admission policy approved by AAM. For unconditional admission high school graduates must have earned a score of 18 on the ACT/equivalent SAT and maintained a grade point average of "C" in the following subjects: English, Mathematics, Science, History, and Political Science.

Need: The program is designed to provide an opportunity to study animal sciences in a way that relates directly to the integrative nature of biological systems and health in both rural and urban environments. Graduates will be benefited because they will be better prepared for a job market in need of expertise in this field. Due to the heavy load in science-related courses present in the program, graduates will be better positioned and have more flexibility to apply for graduate school in Animal Sciences, Health Sciences, and Veterinary Medicine programs. To support need, the institution provided detailed employment information for eighteen job titles linked to the Bachelor of Science in Animal Bio-Health Sciences degree. The documentation also includes a listing of several potential employers for each job title. Additionally, according to the proposal, the Department of Labor projects job growth in this field to average seven to thirteen percent, or an increase of 25,700 openings from 2008 through 2018. (The documentation sources are the Department of Agriculture; Department of Interior; Department of Health and Human Services; Department of Commerce; The Food and Drug Administration; The Center For Disease Control And Prevention.)

Student Demand: The institution conducted surveys (2010-2014) among Animal Science students during their senior year. Overall, the results showed that there was a positive perception of the Animal Science program by students and supported the need to increase hands-on activities and a more science based curriculum to increase their exposure and expertise in Animal health and use of animals as models for biological research.

Resources:

Faculty/Staff—

Current faculty to teach in the program:

Primary Faculty--

Full-time: 11

Part-time: 0

Support Faculty:

Full-time: 2

Part-time: 0

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: Equipment needed for this program is already available at AAM.

Facilities: The facilities are continuously enhanced via extramural and Title III funds. For the current academic year (2014-2015), already budgeted renovations and refurbishment will provide a basis for establishment of an Association for Assessment and Accreditation of Laboratory Animal Care (AAALAC).

Library: The Joseph F. Drake Memorial Learning Resources Center (Drake LRC) is the main library and information service building on the AAM campus. In the area of the Animal Bio-Health, there are 492 books, 132 e-books and 169 journals that are related to the major. The current status of the library collections is sufficient to support the proposed program.

Program Budget: No (\$0) new funds will be needed for the program in the first five years. A total of \$817,000 in new funds will be available through tuition.

Attachment 2
Alabama A&M University

Bachelor of Science
Bachelor of Science in Animal Bio-Health Sciences

ANIMAL BIO-HEALTH SCIENCES
 129 Credit Hours

Freshman Year

<i>First Semester</i>			<i>Hrs.</i>	<i>Second Semester</i>			<i>Hrs.</i>
ORI	101	Survival Skills	1	ORI	102	Survival Skills	1
ENG	101	Composition I	3	ART	101	Art Appreciation or	(3)
MTH	112	Pre-Calculus Algebra	3	MUS	101	Music Appreciation	3
CHE	101	General Chemistry I	3	ENG	102	Composition II	3
CHE	101L	General Chemistry Lab I	1	MTH	113	Pre-Calculus Trigonometry	3
FAS	112	Intro to Animal Bio-Health Sciences	<u>3</u>	CHE	102	General Chemistry II	3
			14	CHE	102L	General Chemistry Lab II	1
				FAS	101	Foods for Life	<u>2</u>
							16

Sophomore Year

<i>First Semester</i>			<i>Hrs.</i>	<i>Second Semester</i>			<i>Hrs.</i>
ENG	203	World Literature I	3	ENG	204	World Literature II	3
HIS		History	3	HIS		History	3
BIO	103	Principles of Biology	3	ECO	200	Basic Economics	3
BIO	103L	Principles of Biology Lab	1	AGB	199	Computers in Agriculture	3
		³ Social Science	3	FAS	351	Nutrition & Metabolism	3
FAS	352	Feeds & Feeding	<u>3</u>	FAS	259	Companion Animal Mgt.	<u>3</u>
			16				18

³UPL 103, PSY 201, SOC 201, or GEO 214

Junior Year

<i>First Semester</i>			<i>Hrs.</i>	<i>Second Semester</i>			<i>Hrs.</i>
ENG	205	General Speech	3	CHE	302	Organic Chemistry II	3
BIO	330	Microbiology	3	CHE	302L	Organic Chemistry Lab II	1
BIO	330L	Microbiology Lab	1	PHY	104	General Physics II	4
CHE	301	Organic Chemistry	3	FAS	357	Monogastric Animal Mgt.	3
CHE	301L	Organic Chemistry Lab I	1	FAS	358	Ruminant Animal Mgt.	3
PHY	103	General Physics I	4	FAS	320	Animal Biosecurity & Diseases	<u>3</u>
FAS	353	Animal Breeding & Genetics	<u>3</u>				17
			18				

Senior Year

<i>First Semester</i>			<i>Hrs.</i>	<i>Second Semester</i>			<i>Hrs.</i>
FAS	403	Seminar	1	FAS	430L	Physiology of Reproduction	4
FAS	440	Research Methods in Bioscience	3	FAS	453L	Agricultural Biochemistry	4
FAS	460	Animal Anatomy & Physiology	3	FAS	492	Capstone	3
FAS	462	Animal Parasitology	3	FAS	408	Food Analysis	<u>4</u>
FAS	409	Animal Models in Biomedical Res.	3				15
FAS	491	Animal Health Internship	<u>2</u>				
			15				

DECISION ITEM E-3: Auburn University at Montgomery, Education Specialist 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: Objectives for the Instructional Technology Ed.S. program have been adopted from the International Society for Technology in Education (ISTE) standards and the National Council for Accreditation of Teacher Education (NCATE) standards. The ISTE standards for digital age coaches (ISTE Standards-C) are the standards used to evaluate the skills and knowledge that students in the Instructional Technology program will need in order to lead and support teachers in the 21st century classroom. Example jobs for Instructional Technology graduates may include, but are not limited to: Instructional Material Designers, e-learning Specialists, Educational Consultants for businesses, Coordinators for Assistive Technology, Technology Resource Instructors, and Distance Education Directors.

Upon completion of the Ed.S. in Instructional Technology, graduates will demonstrate achievement of the following ISTE standards:

Standard 1: Leadership,
Standard 2: Teaching, Learning, & Assessing,
Standard 3: Digital-Age Learning Environments,
Standard 4: Professional Development & Program Evaluation,
Standard 5: Digital Citizenship,
Standard 6: Content Knowledge and Professional Growth.

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

Mode of Delivery: The established, existing M.Ed. in Instructional Technology program option is currently a completely online distance education program and the Auburn University at Montgomery Ed.S. in Instructional Technology proposed program will utilize the same resources and framework. The application and advising process is also available entirely online.

Similar Programs: According to the listing of approved field of study/program titles in the ACHE program inventory, only three state universities have Education Specialist level programs in Instructional Technology – CIP 13.0501. These programs are: Jacksonville State University--Library Media, the University of West Alabama--Library Media, and the University of Montevallo--Instructional Technology). AUM states that the proposed program differs from current state opportunities in that it plans to provide advanced educational options specifically designed to meet the technology needs of individuals with career options in business administration, human resources/leadership/management, information systems, and technology support.

Collaboration: An initial meeting between AUM and Auburn University was held in the fall of 2013 to discuss possible collaborative partnerships that lead to Ph.D.'s in Adult Education and Administration of Higher Education at Auburn University. No formal collaborative agreements have been made at this time.

Resources: The proposal projected that \$325,000 in new funds will be required for the program in the first five years, and that \$422,820 will be available over the same period through tuition.

Public Review: The program was posted on the Commission website from July 8 until July 28 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The program offers advanced study beyond the Master's degree emphasizing a variety of career options in instructional technology.
2. There should be sufficient funds available for program sustainability and growth as described in the proposal.
3. There appears to be sufficient need and student demand to support the program.

DECISION ITEM E-3: Auburn University at Montgomery, Education Specialist in Instructional Technology (CIP 13.0501)

Staff Presenter: Dr. Lenny Lock
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed Ed.S.in Instructional Technology and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2015. Based on Commission policy, the proposed program must be implemented by September 12, 2016, 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 2015-16, will be at least 10, based on the proposal.
2. That the annual average number of graduates for the period 2016-17 through 2019-20 (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 entering a 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.

Auburn University at Montgomery 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, 2020.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. The Auburn University at Montgomery program proposal, received May 8, 2014. Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION Auburn University at Montgomery

PROGRAM Education Specialist in Instructional Technology (CIP 13.0501)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
FACULTY	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$325,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS (& Fellowships)	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$325,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$10	\$0	\$0
TUITION	\$41,760	\$83,520	\$88,740	\$104,400	\$104,400	\$422,820
TOTAL	\$41,760	\$83,520	\$88,740	\$104,400	\$104,400	\$422,820

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2015-16	2016-17	2017-18	2018-19	2019-20	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	8	16	17	20	20	16
NEW ENROLLMENT HEADCOUNT	8	10	10	10	10	10 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	6	7	8	9	8

Attachment 2
Summary of Background Information
Education Specialist in Instructional Technology
Auburn University at Montgomery

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

Description and Objectives: The Education Specialist in Instructional Technology program is designed for individuals who seek advanced studies in instructional technology and who have as objectives to become further prepared professionals to address the growing technology needs within education, and society more generally, in the 21st century.

These program objectives are also appropriate for industry educators (those outside the P-12 environment) who wish to study instructional design and learn how technology can be used in learning and teaching. Additional jobs for Instructional Technology graduates may include, but are not limited to: Instructional Material Designers, e-learning Specialists, Educational Consultants for businesses, not-for-profit organizations and government agencies, Educational Technology Support Staff, Coordinators for Assistive Technology, District Level Coordinator for Technology, Technology Resource Instructors, and Distance Education Directors.

Objectives for the Instructional Technology Ed.S. program have been adopted from the International Society for Technology in Education (ISTE) standards and the National Council for Accreditation of Teacher Education (NCATE) standards. The ISTE standards for digital age coaches (ISTE Standards-C) are the standards used to evaluate the skills and knowledge that students in the Instructional Technology program will need in order to lead and support teachers in the 21st century classroom.

Upon completion of the Ed.S. in Instructional Technology, graduates will demonstrate achievement of the following ISTE standards:

Standard 1: Leadership,
Standard 2: Teaching, Learning, & Assessing,
Standard 3: Digital-Age Learning Environments,
Standard 4: Professional Development & Program Evaluation,
Standard 5: Digital Citizenship,
Standard 6: Content Knowledge and Professional Growth.

Assessment: The proposers report that program outcome assessment framework is in place premised upon the existing M.Ed. program option and will continue as such if this proposal is approved. A matrix to delineate which courses in the program will assess the specific outcomes assigned to that course has been developed. Program faculty under the direction of the department head periodically update the matrix.

Each student in the program has an electronic portfolio in LiveText and adds assignments from each course. Portfolios are used to showcase proficiency to potential employers and to provide data used for program improvement. Instructors create assessments pertaining to the indicators specific to that course to determine candidate mastery of each standard. At the end of each semester, instructors assess portfolios using a rubric with a range from "1"-unsatisfactory- to "4"- exceptional. The assessment of the candidates' portfolio may come directly from the assessment included in the portfolio or may be completed using assessments outside of the portfolio. Instructors decide which assessments are appropriate when assigning summative indicator scores on the rubric.

All data assessments are collected utilizing LiveText, a web-based data management system used by the School of Education. Annual reports are provided to the department head for use in

faculty program review of candidates and the program. Semester reports are provided to department heads and program coordinator to analyze individual candidate data. The Office of Institutional Effectiveness collects enrollment and productivity projections and employment/graduate school accomplishments for graduates.

Administration: The program will be administered by the College of Education, Dean: Dr. Sheila Austin, Department Chairperson: Dr. Kellie Shumack, Foundations, Technology, and Secondary Education.

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 members of the ACGD provided evaluations and expressed agreement with the clarity of objectives, need/employment potential, student demand, resources adequacy, and program budget adequacy. No additional voting information was received.

Accreditation: The established, existing option of Instructional Technology is a non-certification option in AUM's School of Education. Therefore, this program is not currently recognized by a specialized accreditation agency. However, AUM reports that it would like to investigate program accreditation from the Council for the Accreditation of Educator Preparation (CAEP), formally the National Council for Accreditation of Teacher Education (NCATE), or the International Society for Technology in Education (ISTE).

Curriculum: Program Completion Requirements:

Required Technology Core Concentration	Credit Hours
FNDS 6010: Innovations in E-Learning OR	
FNDS 7400: Principles of Teaching at a Distance	3
FNDS 6243: Instructional Design	3
FNDS 7100: Tech. & Adult Learning Theory OR	
ESPE 7700: Tech. for Inclusion of Students with Exceptionalities	3
FNDS 7650: Advanced Applied Educational Statistics	3
FNDS 7000: Act. Res. in Inst. Tech. - <i>FNDS7650 pre-req.</i>	3
 Elective Courses (4 courses required)	
FNDS 7100: Technology & Adult Learning Theory <i>(if not taken as part of the core)</i>	3
FNDS 7200: Design. & Lding. 21 st Century Lrn. Environ.	3
FNDS 7300: Digital & Interactive Media Design in Ed.	3
FNDS 7400: Principles of Teaching at a Distance	3
FNDS 7500: Trends, Issues, & Ethics in Technology	3
FNDS 6253: Coordinating Technology	3
FNDS 6223: Current & Emerging Technology	3
FNDS 6233: Curriculum Integration of Technology	3
ESPE 7700: Tech. for Inclusion of Students with Exceptionalities <i>(if not taken as part of the core)</i>	3
Other approved electives are: FNDS 6213, ESPE 6700, INFO 6100, INFO 6410.	
 Required Practicum and Comprehensive Exam	
FNDS 7914: Adv. Practicum in Instructional Technology	3
FNDS 8982: Education Specialist Comprehensive Exam	0

Total minimum number of credit hours is 30.

Collaboration: An initial meeting between AUM and Auburn University was held in the fall of 2013 to discuss possible collaborative partnerships that can facilitate leading to Ph.D.'s in Adult Education and Administration of Higher Education at Auburn University. No formal collaborative agreements have been made at this time.

Distance Education: The established, existing M.Ed. in Instructional Technology program option is currently a completely online distance education program and the Auburn University at Montgomery Ed.S. Instructional Technology proposed program will utilize the same resources and framework. The application and advising process is also available entirely online. To date, students have participated in and completed the Instructional Technology program option from locations within Alabama as well as other U.S. states, Spain, and China. Access is a primary reason that students choose distance education courses. The convenience and availability of further study while maintaining current employment and managing family and personal responsibilities appeals to many 21st century learners. This program provides this access from the first application process to the last course.

Ensuring the quality of the distance education element of this program is safeguarded by annual evaluations for online courses within the department and AUM Instructional Technology, as well as by the assessments of AUM instructional designers. The courses in this program are assessed based on the standards published by the Quality Matter's Program.

Admissions: The following requirements must be met for admission to this program:

- Official transcripts of all college work, including a degree posted transcript from an accredited college or university or its equivalent.
- A minimum GPA of 3.25 for the Master's degree coursework.
- Satisfactory Miller Analogies Test score or Graduate Record Examination score that is no more than five years old. Official scores must be submitted from the testing agency.
- Alabama Certification of Teachers Fingerprint Inquiry Clearance.

When AUM's Office of Graduate Studies has collected all relevant documents, a screening committee then considers the application materials. A formula that weighs the graduate academic average and a graduate entrance examination score is used by the screening committee and on the basis of the formula and other considerations itemized above, the committee recommends admission or denial to the program.

Need: A survey instrument was not used to determine projected job openings. Data was collected by consulting the Alabama Department of Labor website (using 2010-2020 projections), the Bureau of Labor Statistics website (using 2012-2022 projections), and Career OneStop, an American Job Center Network, sponsored by the U.S. Department of Labor, to determine the projected job openings in the proposed program.

Additionally, P-12 schools, school systems, institutions of higher learning, and corporations need experts to train and equip faculty/trainers in the appropriate integration of technology in instruction. This need is increasing and is ongoing. Therefore, the institution asserts, the proposed Ed.S. program in Instructional Technology at AUM is critical for fulfilling the supply and demand for professionals with instructional technology skills. AUM also views the proposed program as critical to the retention of Alabama residents in advanced programs in this state and believes the proposed program will provide an online alternative to online competition outside the State of Alabama that offer specialized technology concentrates.

Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Nation	38,150	38,150	38,150	38,150	38,150	190,750
SREB	26,800	26,800	26,800	26,800	26,800	134,000
Alabama	545	545	545	545	545	2725

Student Demand: A survey of current Auburn University at Montgomery Instructional Technology students, graduate students, educational professionals, and K-12 leadership personnel was conducted. Eighty-five percent of current AUM graduate student respondents indicated an Ed.S. in Instructional technology would interest them while 85 percent of the education professionals that responded to our online survey instrument also indicated that an advanced degree in instructional technology would interest them.

Resources:

Faculty: One new faculty will be hired for this proposed program.

Current Primary Faculty—

Full-time: 2
 Part-time: 1

Support Faculty—

Full-time: 0
 Part-time: 2

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 1
 Part-time: 0

Support Faculty—

Full-time: 0
 Part-time: 0

Support Staff: No new support staff will be hired for this proposed program.

Fellowships and Assistantships: No assistantship/fellowship stipends will be provided.

Equipment: No additional special equipment will be necessary for this program.

Facilities: No additional facilities will be required.

Library: The holdings of the AUM Library were found to be adequate. Overall, the collection was found to be sufficient to support the Instructional Technology program.

Program Budget: The proposal projected that \$325,000 in new funds will be required for the program in the first five years, and that \$422,820 will be available over the same period through tuition.

Attachment 3

**Auburn University at Montgomery
 Education Specialist in Instructional Technology**

**Education Specialist Degree in Instructional Technology –
 Suggested Course Sequence - Draft**

Summer Start Option

Summer	Fall	Spring	Summer	Fall
FNDS 7100	FNDS 6010/7400	Elective	FNDS 7650	EDUC 7914 FNDS 7000
Elective	FNDS 6243	Elective	Elective	FNDS 8982

*Fall
 Start Option*

Fall	Spring	Summer	Fall	Spring
FNDS 6010/7400	Elective	FNDS 7650	FNDS 7000	EDUC 7914 FNDS 7000
FNDS 6243	Elective	FNDS 7100	Elective	FNDS 8982

*Spring
 Start Option*

Spring	Summer	Fall	Spring	Summer
FNDS 6010/7400	FNDS 7650	FNDS 7000	Elective	EDUC 7914 Elective
Elective	FNDS 7100	FNDS 6243	Elective	FNDS 8982

Education Specialist Degree in Instructional Technology Course Schedule - Draft

FNDS 7000: Fall	FNDS 7100: Summer	FNDS 7200: Spring	FNDS 7300: Spring, Summer
FNDS 7400: Fall, Spring, Summer	FNDS 7500: Fall	FNDS 7914: Fall, Spring, Summer	FNDS 6010: Fall, Spring
FNDS 6213: Fall, Spring, Summer	FNDS 6223: Summer	FNDS 6243: Fall	FNDS 6253: Spring
ESPE 7700: Spring	INFO 6100: Spring	INFO 6410:	

DECISION ITEM E-4: Alabama State University, Master of Arts in History (CIP 54.0101)

EXECUTIVE SUMMARY

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

Program Objective: Provide students advanced instruction relating to (1) important historical contexts in American, African-American, and World history; (2) methods of historical research and historical writing; and (3) significant interpretations which have shaped understanding of history. Further, to prepare students for doctoral training in history to do original research in American, African-American and World History.

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

Mode of Delivery: The department does anticipate using distance education technology by offering on-line graduate courses in addition to the customary in-class and hybrid courses the department already offers to its undergraduate students. The plan is to allow students to take up to six credit hours via distance education.

Similar Programs: While similar in some respects to other programs across the state, the program, is uniquely different for three critically important reasons. First, Alabama State University's (ASU) M.A. in History degree has an African-American focus. Second, the proposed degree is different because of its location in the city which gave birth to the Civil War and the modern Civil Right Movement. Third, ASU's Master of Arts program is unique among graduate history programs in the state because it presents possibilities for research, internships, and employment for graduate history majors at the third Interpretative Center for the Selma-to Montgomery Voting Rights March and at the National Center for the Study of Civil Rights and African-American Culture.

Collaboration: ASU anticipates establishing mutually beneficial collaborative initiatives with institutions in the state with similar programs.

Resources: The proposal projected that \$1,295,796 in new funds will be required for the program in the first five years, and that \$1,600,254 will be available over the same period through internal reallocations, tuition, and extramural funds.

Public Review: The program was posted on the Commission website from July 8 until July 28 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. There should be sufficient funds available for program sustainability and growth as described in the proposal.
2. There appears to be sufficient need and student demand to support the program.
3. There is a range of history related academic and nonacademic employment opportunities.
4. The program has a particularly important curriculum focus.
5. The small classes will further promote a mentoring environment.

DECISION ITEM E-4: Alabama State University, Master of Arts in History (CIP 54.0101)

Staff Presenter: Dr. Lenny Lock
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed Alabama State University, Master of Arts in History (CIP 54.0101) and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in January 2015. Based on Commission policy, the proposed program must be implemented by September 12, 2016, 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 4, based on the proposal.
2. That the annual average number of graduates for the period 2015-16 through 2018-19 (four-year average) will be at least 4, 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 entering a 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.

Alabama State 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 February 1, 2020.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. The Alabama State University program proposal, received May 23, 2014. 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 State University

PROGRAM Master of Arts in History (CIP 54.0101)

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	\$195,588	\$208,843	\$223,388	\$239,352	\$256,875	\$1,124,046
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS (& Fellowships)	\$4,350	\$4,350	\$4,350	\$4,350	\$4,350	\$21,750
STAFF	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$229,938	\$243,193	\$257,738	\$273,702	\$291,225	\$1,295,796

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2014-15	2015-16	2016-17	2017-18	2018-19	TOTAL
INTERNAL REALLOCATIONS	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
EXTRAMURAL	\$0	\$0	\$10,000	\$10,000	\$10,000	\$30,000
TUITION	\$120,414	\$174,960	\$174,960	\$174,960	\$174,960	\$820,254
TOTAL	\$270,414	\$324,960	\$334,960	\$334,960	\$334,960	\$1,600,254

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2014-15	2015-16	2016-17	2017-18	2018-19	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	6	8	8	8	8	8
NEW ENROLLMENT HEADCOUNT	7	3	2	5	5	4 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	2	5	5	5	4

Attachment 2

Summary of Background Information Alabama State University Master of Arts in History

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

Description and Objectives: The Master of Arts in History provides students advanced instruction relating to (1) important historical issues, events, personalities, and periods in American, African-American, and World History; (2) methods of historical research and historical writing; and (3) significant interpretations which have shaped understanding of history.

The program prepares students for doctoral training in history; and prepares students to make outstanding contributions to their professions and the broader society by careers in secondary and higher education, and museums and archives. The program also trains students for careers in law, government service, and research. Finally, the program prepares students for presentation of historical analyses of important events and issues affecting understanding of American, African-American and World History based on original research.

Assessment: The program will use several methods of assessing learning outcomes, including:

- Placing students under the mentorship of a graduate history professor who will oversee the student's academic progress.
- Assigning a student to a peer group for the purpose of mutual academic support.
- Holding department conferences including the professors teaching each student for the purpose of making a joint assessment of the student's progress in the program.
- Requiring a written Graduate Comprehensive Examination in which a student will be tested in two of the program's major academic areas (American, African-American, and World History). The examination will be administered during a student's last year in the program.
- Offering advisement and academic support for a student who does not make a satisfactory score on the Graduate Comprehensive Examination.

Additionally, the program intends to monitor the achievements of its graduate, including their employment in areas relevant to their course of study or their admission to a doctoral program by:

- Conducting interviews with students graduating from the program for determining students' employment prospects or opportunities for entry into doctoral programs.
- Developing a database of accurate information in order to maintain contact with students graduating from the program.
- Constructing a plan for periodic contact with students determining long term success, changes in students' employment situation or progress toward completion of their doctoral studies.

Administration: The program will be administered by the College of Liberal Arts and Social Sciences, Interim Dean: Anthony Adams, Ph.D.; Department Chairperson: Dr. Dorothy A. Autrey, History and Political Science.

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). There were six evaluations.

One reviewer agreed that the program is convincingly supported by the proposal; five expressed no opinion. Three reviewers agreed that the evaluation plan was adequate to assess program effectiveness; three others had no opinion. ASU offered detailed responses to the evaluations, including further elaboration of program content, employment market considerations, implementation of online classes, and costs and financial support of the program. For the final vote, there were five respondents comprised of three approval and two disapproval recommendations.

Accreditation: The ASU graduate History program will not be a member of any specialized accrediting agency.

Curriculum: No additional classes are being proposed as a part of this proposal.

The curriculum is premised upon three critically important bases. First, ASU's Master of Arts in History degree has an African-American focus. Two of the required courses are African-American in content making up approximately one-third of the required classes. Other African-American electives reflect the history of ASU's traditional student population. This population brings a special need for content which makes acquiring a Master of Arts degree in History not merely an academic experience leading to a history-related career. It makes attaining the degree at the institution a matter of self-actualization promoting a holistic approach to teaching and research.

Second, the proposed curriculum is contextualized by its location in the city which gave birth to the Civil War and the modern Civil Right Movement. Studying history in Montgomery, Alabama provides a historical connection to a critical area of Alabama and African-American History. This connection gives additional deep substance to course content. ASU's location in Montgomery also provides ready access to connecting the curriculum with research facilities vital to students' research projects, specifically, the Alabama Department of Archives and History.

Third, ASU's M.A. program is unique among graduate history programs/curricula in the state because it presents possibilities for research, internships, and employment for graduate history majors at the third Interpretative Center for the Selma-to Montgomery Voting Rights March and at the National Center for the Study of Civil Rights and African-American Culture. The National Center has been located at ASU since 1997. The Voting Rights Interpretive Center is scheduled to be constructed in 2015.

Collaboration: Alabama State University anticipates establishing mutually beneficial collaborative initiatives with institutions in the state with similar programs. ASU has not made efforts at this point to establish collaborative activities, but is considering proposing a faculty and/or student exchange program. The institution is also considering organizing intercollegiate conferences on topics of mutual interests. If the department establishes a faculty and/or student collaborative exchange program or organizes an intercollegiate conference on topics of mutual interests, it intends to write a grant to cover the costs.

Distance Education: The department does anticipate using distance education technology. The plan is to allow students to take up to six credit hours via distance education. Many graduate students at ASU work full-time jobs, have pressing family obligations, or live hours away from Montgomery. As a result, they have limited opportunities to attend traditional classes. The university presently uses the technology company Blackboard as a primary means to deliver course content to these students. Among other activities, Blackboard (or a comparable course management system chosen by the university) will allow students to view lectures and discuss coursework with professors and peers in both synchronous and asynchronous manners. Likewise, students will be able to submit assignments, monitor grades, and complete associated tasks without traveling to campus.

Admissions: The proposed program will abide by the following admission requirements of the University's Graduate School for persons pursuing a master's degree:

- Submission of documentation concerning the completion of a bachelor's degree or its equivalent from a regionally accredited college or university;
- Submission of test scores from the general test of the Graduate Record Examination (GRE) or the Miller Analogies Test (MAT). Standardized test scores must be submitted within the last five years;
- Submission of official transcripts from all colleges and universities attended;
- Submission of a Statement of Purpose.
- Submission of three professional letters of recommendation;
- Submission of a passing score on the Alabama State University Graduate Writing Competency Test (GWCT) by the end of the first semester of study; and
- A 2.5 grade point average on a 4.0 scale.

As the proposed program develops, it anticipates making the following changes to its admission requirements as follows:

- Increasing the minimum grade point average to 2.7;
- An applicant interview; and
- Evidence of community service or extracurricular activity.

Need: In addition to the employment prospects for ASU prospective students including (non-academic) historians; archivists, curators, and museum workers; middle, junior, and high school history and social science teachers -- there are four additional needs for this masters degree. First, the institution relates that it will be preparing these students for Ph.D. programs in History. Second, academic libraries frequently require a subject masters degree in addition a Masters in Librarianship (also referred in some degree programs as Library Science, Information and Library Studies). Students (some of whom are currently working in libraries as paraprofessionals) will be able to earn a subject-level Masters in History at Alabama State University. Third, many individuals currently employed as secondary school history and social science teachers – who otherwise would earn a Masters in Education – will also have the option to earn a subject-level Masters in History. And fourth, some retirees who wish to study history for the content area itself, and those retirees who are interested in volunteer work pertaining to history (in archives, museums, and cultural heritage organizations) will benefit from a Masters in History at Alabama State University.

Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Nation	139,878	150,275	161,516	173,675	186,835	812,179
SREB	39,970	37,569	40,379	43,419	46,704	208,401
Alabama	2,978	3,006	3,231	3,474	3,737	16,426

The institution stated that it used the *United States Occupational Outlook Handbook*, which is published online (<http://www.bls.gov/ooh/>) within the framework of the Federal Government's Bureau of Labor Statistics (in the United States Department of Labor). The national occupational outlook statistics given for three occupational categories -- 1. (non-academic) Historians, 2. Archivists, Curators, and Museum Workers, and 3. High School History and Social Science Teachers -- were then utilized as the initial basis in order to estimate the number of employment opportunities (in these three categories) projected for the years 2015, 2016, 2017, 2018, 2019, and 2020 in the 16 SREB states and in the Alabama State University local area. ASU also highlighted that that graduates of the Masters of History program may succeed in finding employment not only in Alabama State University local (tri-county) area, but also in other parts of Alabama, in other SREB states, in any other of the 50 states, or possibly overseas as well.

Student Demand: While a formal survey was not undertaken, demand projections were based on a variety of factors. These included (a) inquiries from and discussions with undergraduate history students at Alabama State University about a graduate history program; (b) potential students who prefer to pursue a graduate education at a regional comprehensive institution, in a small department, allowing for close interactions between professor and student; (c) potential students who prefer a program which offers a balanced curriculum of traditional graduate history courses with an emphasis on the African-American experience; and (d) potential students with an interest in a public history component. Additionally, small classes such as those planned for the proposed history program will promote a mentoring environment and this instructional design will be facilitative of increasing student demand.

Resources:

Faculty/Staff—

Current faculty to teach in the program:

Current Primary Faculty-

Full-time: 11

Part-time: 1

Support Faculty-

Full-time: 0

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty-

Full-time: 0

Part-time: 0

Support Faculty-

Full-time: 0

Part-time: 0

Support Staff: No new support staff will need to be hired.

Fellowships and Assistantships: The proposed program expects to receive at least two graduate assistantships each year from the Graduate School. The students selected for a Graduate Assistantship will work in the History/Geography Laboratory or will serve as Graduate Assistants under a graduate history professor.

Equipment: No special equipment is necessary for this program.

Facilities: The program will be located in already existing facilities. No additional facilities or renovations to existing facilities will be necessary.

Library: The Collection Assessment Manual of the Network of Alabama indicates that holdings related to history are sufficient per the quantitative measures and includes core material. The results of qualitative measures of the print holdings require additional materials to equal core and peer levels. Continued funding that matches materials' costs will be needed to maintain access and coverage for the history program. The proposed program anticipates the support of the University in the Library's acquisition of resources needed to maintain a Masters of Arts in History at Alabama State University.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 12, 2014

Program Budget: The proposal projected that \$1,295,796 will be required for the program in the first five years, and that \$1,600,254 will be available over the same period through tuition and extramural funds.

Attachment 3
Alabama State University
Department of History and Political Science
Graduate History Curriculum
Master of Arts Degree

Hours required for completion of program: 39

Fall Semester, Frame I Classes

	COURSE #	CRS
Historiography	HIS 500	3
The Colonial Period of American History	HIS 552	3
Seminar I: African-American History Before the Civil War	HIS 564	3
The World Since 1900	HIS 501	3
Or		
Russian History from 1917 to 1991	HIS 525	3
Research and Thesis I	HIS 595	3
Research and Thesis II	HIS 596	3

Fall Semester, Frame II Classes

Historiography	HIS 500	3
Seminar in American History	HIS 590	3
Renaissance and Reformation	HIS 515	3
or		
Modern African History	HIS 520	3
Diplomatic History of the United States	HIS 535	3
Seminar I: African-American History Before the Civil War	HIS 564	3
Research and Thesis I	HIS 595	3
Research and Thesis II	HIS 596	3

Spring Semester, Frame I Classes

Slavery and the Abolitionist Movement	HIS 502	3
or		
Economic History of the United States	HIS 580	3
Seminar II: African-American History Since the Civil War	HIS 565	3
American Constitutional History	HIS 587	3
Two World Wars	HIS 530	3
Research and Thesis I	HIS 595	3
Research and Thesis II	HIS 596	3

Spring Semester, Frame II Classes

	COURSE #	CRS
The Civil Rights Movement and the Black Power Revolt	HIS 504	3
Minority Problems in the Twentieth Century	HIS 526	3
or		
American Urban History	HIS 592	3
The Cold War	HIS 585	3
or		
English Constitutional History	HIS 521	3
Seminar II: African-American History Since the Civil War	HIS 565	3
Research and Thesis I	HIS 595	3
Research and Thesis II	HIS 596	3

Summer Semester, Frame I Classes

Seminar in American History	HIS 590	3
The World Since 1900	HIS 501	3
or		3
Russian History: 1917 to 1991	HIS 525	3
Research and Thesis I	HIS 595	3
Research and Thesis II	HIS 596	3

Summer Semester, Frame II Classes

The Colonial Period of American History	HIS 552	3
Two World Wars	HIS 530	3
Research and Thesis I	HIS 595	3
Research and Thesis II	HIS 596	3

DECISION ITEM E-5: Jacksonville State University, Bachelor of Science in Education in Collaborative K-6, 6-12 Special Education (CIP 13.1001)

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 objectives focus on student learning concerning: legal, medical, and ethical, considerations for special populations; learning environments, individualized instructional plans, collaborative strategies, types of assistive technologies, and developmental stages; Alabama courses of study content and standards; communication techniques with families; and assessment.

Role: The proposed program is within the instructional role recognized by the Commission for Jacksonville State University (JSU).

Mode of Delivery: Selected courses will be taught online. However, it is the philosophy of the College of Education and Professional Studies at JSU that undergraduate methods of teaching courses are taught through traditional/in-class delivery.

Similar Programs: Jacksonville State University currently offers a BSEd in Early Childhood/Special Education, which leads to dual certification. JSU also offers a MEd in Collaborative (Special Education) K-6, 6-12 that also leads to dual certification.

Collaboration: Collaboration with other colleges/universities is not feasible given State Board of Education program requirements, traditional method of instruction, and the volume of practicum hours required.

Resources: The proposal projected that no new funds (\$0) will be required to support the proposed program. A total of \$1,532,445 will be available through tuition.

Public Review: The program was posted on the Commission website from July 17 until August 6 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program addresses a documented high need teacher shortage area.
2. The program is aligned with Alabama State Department of Education requirements.
3. Costs are minimal.

DECISION ITEM E-5: Jacksonville State University, Bachelor of Science in Education in Collaborative K-6, 6-12 Special Education (CIP 13.1001)

Staff Presenter: Dr. Lenny Lock
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Education in Collaborative K-6, 6-12 Special Education.

Implementation Date: The proposed program will be implemented in October 2014. Based on Commission policy, the proposed program must be implemented by September 12, 2016, 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 10, based on the proposal.
2. That the annual average number of graduates for the period 2015-16 through 2018-19 (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 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.

Jacksonville State 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 November 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 Jacksonville State University program proposal, submitted July 15, 2014; 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	Jacksonville State University
PROGRAM	Bachelor of Science in Education in Collaborative K-6, 6-12 Special Education (CIP 13.1001)

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	\$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

	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	\$306,489	\$306,489	\$306,489	\$306,489	\$306,489	\$1,532,445
TOTAL	\$306,489	\$306,489	\$306,489	\$306,489	\$306,489	\$1,532,445

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2014-15	2015-16	2016-17	2017-18	2018-19	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	13	17	21	26	30	21
NEW ENROLLMENT HEADCOUNT	10	10	10	10	10	10 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	7	8	8	8	8

Attachment 2

Summary of Background Information

Bachelor of Science in Education in Collaborative K-6, 6-12 Special Education
Jacksonville State University

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

Objectives: Upon completion of the proposed Collaborative K-6, 6-12 Program, candidates will demonstrate the ability to:

- Apply legal, medical, and ethical considerations to instruction and services for special populations.
- Design, implement, and manage learning environments that include differentiation and modification of curricula, physical environments, teaching strategies, and instructional materials.
- Plan and implement individualized instructional plans for Grades K-6 and Grades 6-12 using the Alabama Courses of Study or extended standards.
- Utilize collaborative strategies and techniques to design and implement instruction for general education and special education teachers.
- Evaluate and assist in the selection of types of assistive technologies.
- Plan and implement instructional or behavioral plans that take into account a variety of physical, sensory, communication, cognitive, and behavioral disabilities and their impacts on learning and behavior.
- Utilize the Alabama Courses of Study content and standards for K-6 to plan and implement instruction in English language arts, mathematics, science, and social studies.
- Alabama Courses of Study content and standards for 6-12 to plan and implement instruction in English language arts, mathematics, science, and social studies
- Implement techniques for collaboration and coordination of instruction and service delivery (e.g., instructional teams, general education professionals, school-to-work, transition, service providers, and agencies).
- Plan and implement transition plans.
- Implement instruction that includes developmental stages of reading and writing from early literacy to fluent readers and writers.
- Utilize communication techniques for school to family connections.
- Participate in the selection, administration, and/or application of assessments for instructional decisions for student learning.

Assessment: The proposal states that all teacher education programs are to be evaluated annually to determine effectiveness. Outcome data is assessed throughout the program based on the conceptual framework of the college. Currently the college assesses outcomes based on the Alabama Quality Teaching Standards (AQTS) and the Interstate New Teacher Assessment and Support Consortium (INTASC) standards.

Rubrics are used to assess each learning outcome for both content knowledge and developed abilities/skills. At the end of each academic year, program faculty and P-12 partners meet to review the outcome data. An action plan is then formulated to address any program related deficiencies. Surveys are conducted on a regular basis to assess program satisfaction of the graduates and their employers (principals).

Administration: The program will be administered by the College of Education and Professional Studies, Dr. John B. Hammett, PhD, Dean; and Ms. Janet Bavonese, EdS, Chairperson, Curriculum and Instruction.

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: The special education program has been awarded approval by the Alabama State Department of Education. The unit is accredited by the National Council for Accreditation of Teacher Education (NCATE).

Curriculum: Program Completion Requirements:

Credit hours required in major: 65
 Credit hours required in minor (if applicable): N/A
 Credit hours in institutional general education or core curriculum: 57
 Credit hours in required or free electives: None
 Total credit hours required for completion: 122

Collaboration: Collaboration with other colleges/universities is not feasible given State Board of Education program requirements, traditional method of instruction, and the volume of practicum hours required.

Distance Education: Selected courses will be taught online. However, it is the philosophy of the College of Education and Professional Studies at JSU that undergraduate methods of teaching courses are taught through traditional/in-class delivery. Distance technology is used, however, for certain course assignments.

Admissions: Candidates for the Collaborative K-6, 6-12 program will follow the selection and admission process for teacher education programs at Jacksonville State University:

- Take and pass all three sections of the Alabama Educator Certification Testing Program;
- Maintain an overall GPA of 2.5 on a 4.0 scale;
- Submit three letters of recommendation from professors and instructors from general studies courses;
- Obtain a background clearance from Cogent Systems;
- Sign a Statement of Understanding to agree to the teacher education program of study and policies, including adherence to all testing requirements prior to internship; and
- Interview with faculty, including a written assessment and question/answer session.

Need: The graduates of special education programs are highly sought after across the country. Although most teacher preparation programs in Alabama offer special education programs, the need for certified teachers in the area is so great, it is important to graduate as many as is possible. According to the Bureau of Labor Statistics there will be a 6 percent increase in the number of special education positions across the US. This amounts to 26,600 new jobs over a 10 year period (beginning from 2012 and thereafter). In Alabama, this amounts to 1,150 new special education positions. According to the Higher Education Consortium for Special Education, 98 percent of the nation's school districts report special education teacher shortages.

Projected	Job Openings					
	Year	Year 2	Year 3	Year 4	Year 5	Total
Local	7	7	7	7	7	35
State	115	115	115	115	115	575
SREB	780	780	780	780	780	3,900
Nation	2,600	2,600	2,600	2,600	2,600	13,000

Note: These values are new job openings, only. They do not reflect numbers of teacher expected to retire or leave the profession over the next five years. According to the Higher Education Consortium for

Special Education, the annual attrition rate for special education teachers is 13 percent. Consequently, the above numbers could legitimately be adjusted up by that percentage.

Student Demand: Since this is a reauthorization of the previous degrees in Special Education K-6 and Special Education 6-12, the methodology used to determine enrollment projections comes from data of previous years that the degrees were offered. The sources of this information are JSU Factbooks 2006 through 2011. The data clearly supports strong student demand.

Resources:

Faculty:

Current Primary Faculty to teach in the program—

Full-time: 6

Part-time: 2

Support Faculty—

Full-time: 3

Part-time: 0

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

Support Staff: Staffing is currently provided by a staff assistant and teacher certification officer, along with a department chair and part-time accreditation coordinator. In the near future, anticipated enrollment growth will require the hiring of a full-time Coordinator of Assessment, as well as a full-time Coordinator of Clinical and Internship Experiences.

Equipment: No additional equipment will be required.

Facilities: Existing facilities including traditional classroom setup will be used for the proposed program.

Library: Library collections support the proposed program through an extensive collection of monographs, serials, and access to online databases in education. The Education Collection includes 36,544 titles specifically in the Library of Congress Classification L (for Education). It is important to note that there are 7,198 titles specifically classified as “special education.” Additionally, a wide range of databases are available through the Library’s Web site for research in Education. Full text articles, citations, and abstracts are available through databases such as ERIC, Education FullText, Education Index Retrospective: 1929-1983, Education Index Retrospective: 1929-1983, Mental Measurements Yearbook, PsycInfo, PsychArticles, and ProQuest’s Digital Dissertations. There are no deficiencies expected.

Program Budget: The proposal projects that \$0 new funds will be required to support the program over the first five years. A total of \$1,532,445 will be available through tuition.

Attachment 3

Jacksonville State University
 Bachelor of Science in Education in Collaborative K-6, 6-12 Special Education (CIP 13.1001)

**Undergraduate Program of Study: Collaborative K-6, 6-12
 Total: 122 Credit Hours**

<p>Freshman Fall</p> <p>EH 101 English Composition I (3cr) EH 201 American Literature II (3cr) Art 202 Art Appreciation (3cr) HY 101 Western Civilization (3cr) MS 112 Precalculus Algebra (3cr)</p> <p>15 Credit Hours</p>	<p>Freshman Spring</p> <p>EH 102 English Composition II (3cr) EH 202 American Literature II (3cr) PSY 201 Principles of Psychology (3cr) MS 133 Mathematical Concepts I (3cr) BY 101/103 General Biology I w/Lab (4cr)</p> <p>16 Credit Hours</p>
<p>Sophomore Fall</p> <p>EH 141 Oral Communication (3cr) PSY 222 Human Development (3cr) MS 134 Mathematic Concepts II (3cr) SY 221 Introduction to Sociology (4cr) BY 102/104 General Biology II (4cr)</p> <p>16 Credit Hours</p>	<p>Sophomore Spring</p> <p>SPE 300 Survey of Exceptional Children & Youth (3cr) PSY 330 Abnormal Psychology (3cr) MS 135 Mathematical Concepts III (3cr) GY 250/252 Physical Geography I w/Lab (4cr) ED 300 Introduction to Teacher Education (2cr)</p> <p>15 Credit Hours</p>
<p>Junior Fall</p> <p>SPE 330 Assessment of Teaching and Learning (3cr) SPE 331 Special Education Administrative Processes (3cr) SPE 332 Legal, Medical, & Ethical Issues (3cr) SPE 334 Assistive Technology (3cr) SPE 336 Clinical Observation (1cr) GY 220 Human Geography</p> <p>16 Credit Hours</p>	<p>Junior Spring</p> <p>RDG 343 Collaborative Reading (3cr) SPE 337 Collaboration in the Elementary Classroom (3cr) SPE 330 Collaboration in the Secondary Classroom (3cr) SPE 338 Collaborative Math (3cr) SPE 340 Practicum Mild Disabilities K-6 (2cr) SPE 341 Practicum Mild Disabilities 6-12 (2cr)</p> <p>16 Credit Hours</p>
<p>Senior Fall</p> <p>SPE 335 Diversity & Culturally Responsive Teaching (3cr) SPE 423 Methods for Severe Disabilities (3cr) SPE 424 Behavior, Classroom Management & Transition (3cr) SPE 426 Augmentative and Alternative Communication (3cr) SPE 440 Practicum Severe Disabilities K-6 (2cr) SPE 441 Practicum Severe Disabilities 6-12 (2cr)</p> <p>16 Credit Hours</p>	<p>Senior Spring</p> <p>ED 495 Internship in Education (6cr) ED 496 Reflective Practices (3cr) SPE 425 Methods for Autism Spectrum Disorder (3cr)</p> <p>12 Credit Hours</p>

DECISION ITEM E-6: The University of Alabama at Birmingham, Master of Science in Healthcare Quality and Safety (CIP 30.0601)

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 goals are to deliver a curriculum that will prepare individuals for leadership roles in patient safety activities in healthcare environments. Further, a major objective is to increase the number of skilled individuals actively participating in quality and safety improvement activities in healthcare organizations. Finally, a key objective is to add to the body of knowledge related to quality and safety improvement in Healthcare.

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

Mode of Delivery: The current Healthcare Quality and Safety (HQS) certificate courses are delivered in a blended format, with approximately 50-60 percent of content delivered online. UAB expects that the courses in the proposed master's program can and will be delivered using distance education technology, either in a blended format or completely online.

Similar Programs: According to the Commission's Academic Program Inventory, there are no other programs listed for CIP 30.0601, Systems Science and Theory. CIP 30.0601 relates to multidisciplinary type programs requiring a combined approach using data and models from the natural, social, technological, behavioral and life sciences, and other specialized fields.

Collaboration: There are no similar academic programs in the state.

Resources: The proposal projected that a total of \$1,153,500 in estimated new funds will be required to support the proposed program. A projected total of \$2,069,920 in new funds will be available from tuition and internal reallocation.

Public Review: The program was posted on the Commission website from July 8 until July 28 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program is highly relevant to public policy considerations regarding health care.
2. While this is a new program of academic study, going forward the degree is expected to provide an employment advantage to its graduates.
3. UAB has strong commitment, facilities, and resources to be successful in this endeavor.

DECISION ITEM E-6: The University of Alabama at Birmingham, Master of Science in Healthcare Quality and Safety (CIP 30.0601)

Staff Presenter: Dr. Lenny Lock
Director of Instruction and Special Projects

Staff Recommendation: That the Commission approve the proposed Master of Science in Healthcare Quality and Safety.

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

Implementation Date: The proposed program will be implemented in January 2015. Based on Commission policy, the proposed program must be implemented by September 12, 2016, 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 17, based on the proposal.
2. That the annual average number of graduates for the period 2015-16 through 2018-19 (four-year average) will be at least 21, 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 February 1, 2020.

- 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 June 12, 2014. Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION The University of Alabama at Birmingham

PROGRAM Master of Science in Healthcare Quality and Safety (CIP 30.0601)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2014-15	2015-16	2016-17	2017-18	2018-19	TOTAL
FACULTY	\$135,000	\$135,000	\$135,000	\$135,000	\$135,000	\$675,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$3,500	\$0	\$0	\$0	\$0	\$3,500
STAFF	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$450,000
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
TOTAL	\$223,500	\$220,000	\$220,000	\$220,000	\$220,000	\$1,153,500

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2014-15	2015-16	2016-17	2017-18	2018-19	TOTAL
INTERNAL REALLOCATIONS	\$47,080	\$0	\$0	\$0	\$0	\$47,080
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$176,420	\$303,790	\$432,380	\$525,900	\$584,350	\$2,022,840
TOTAL	\$223,500	\$303,790	\$432,380	\$525,900	\$584,350	\$2,069,920

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2014-15	2015-16	2016-17	2017-18	2018-19	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	10	20	25	33	37	25
NEW ENROLLMENT HEADCOUNT	10	15	20	20	20	17
DEGREE COMPLETION PROJECTIONS	0	4	15	30	35	21

Attachment 2

Summary of Background Information

Master of Science in Healthcare Quality and Safety
The University of Alabama at Birmingham

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

Description and Objectives: Program Objectives:

- To deliver an academic curriculum that will prepare individuals to provide leadership in the design, implementation, and evaluation of clinical and non-clinical process improvement and patient safety activities in complex healthcare environments.
- To increase the number of skilled individuals actively participating in quality and safety improvement activities in healthcare organizations in Alabama and the nation.
- To add to the body of knowledge related to quality and safety improvement in healthcare through scholarly presentations and publications by program faculty and alumni.

The program will comprise a didactic and experiential curriculum, including the following domains of knowledge:

- Quantitative methods and statistical process control techniques;
- Quality management models such as PDSA, Lean, and Six Sigma;
- Risk and patient safety assessment and management techniques;
- Implementing and managing cultural and organizational change;
- Team leadership and communication; and
- Leadership of high reliability organizations.

In addition to course-specific assessments, student mastery of these skills and competencies will be measured using an integrative capstone project documented in a written report and presented verbally to faculty and project administrative sponsors from health care organizations.

Assessment: Student learning outcomes for established objectives will be assessed in individual courses using application assignments and tests of knowledge and skills. Individual and aggregate performance on these course-specific assessments will be used to inform modifications to course content and instructional approaches.

Program outcomes to be monitored will include aggregate student performance with regard to program completion (proportion of admitted students completing and length of time to degree) and entering and ending grade point average (GPA). The institution expects the majority of students to be currently employed during their matriculation. New job placements in quality related jobs following graduation are a possible outcome measure. Graduate job performance will be evaluated through employer surveys to assess their satisfaction with graduates' skills.

At program completion, satisfactory completion of the capstone project, an exit interview/survey will be conducted to assess students' satisfaction with the program as a whole and to identify needed programmatic improvements from the students' perspective. One component of this interview/survey will be to determine post-graduation plans for employment, professional credentialing, or further academic study.

Alumni engagement is essential to track graduate career progression, build and maintain a network of preceptors for future students, and to attain ongoing feedback to ensure the relevancy and effectiveness

of the curriculum over time. The UAB Alumni Society and the Office of External Relations will maintain an alumni database and provide assistance with scheduled surveys of program graduates.

An Advisory Board will continue beyond program implementation to provide guidance in ongoing program evaluation and curriculum improvement. UAB expects this group also to serve as liaisons to the employment community, promoting the program as an educational option for employees and as a source of qualified employees for emerging quality positions.

Administration: The program will be administered by the School of Business, Dr. David Klock, Dean, and the Department of Management, Information Systems, and Qualitative Methods, Dr. Molly Wasko, Chairperson.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). Four evaluations were submitted. There were no objections offered via the peer review process. One comment indicated that the number of graduates in the last year may be optimistic.

Accreditation: There is no programmatic accreditation for the proposed degree.

Curriculum: The master's degree curriculum is being proposed as a 36-credit-hour degree that full-time students can complete in three terms, one academic year. Fifteen of those hours will be comprised of the courses currently required for the graduate certificate in Healthcare Quality and Safety (HQS), which was implemented in Fall 2013.

Program Completion Requirements:

Credit hours required in major courses:	30
Credit hours in required or free electives:	0-3
Credit hours for non-thesis project:	3-6
Total Credit hours:	36

Students who have previously completed the certificate program will be allowed to apply those courses to the master's degree. One 4 hour course (HIM 565), currently available in the Department of Health Services Administration and one School of Health Professions course (HP 650), will be used for the HQS curriculum.

Three didactic courses and the capstone project will be newly developed.

- HQS 605 Evaluating and Designing Quality Improvement Models (3 hours)
- HQS 615 Collaborative Analytics for Quality and Safety Improvement (3 hours)
- HQS 635 Healthcare Policy and Regulation (3 hours)
- HQS 698 Integrative Capstone Experience / Non-thesis Project (3-6 hours)

Collaboration: According to UAB, there are no similar academic programs in the state. Therefore, there are no current opportunities in this regard.

Distance Education: The current Healthcare Quality and Safety certificate courses are delivered in a blended format, with approximately 50-60 percent of content delivered online. The institution expects that the courses in the proposed master's program can and will be delivered using distance education technology, either in a blended format or completely online. UAB expects the majority of its students will be working health professionals for whom online delivery is an attractive option.

Faculty in the Department of Health Services Administration have many years of experience in delivering their curricula in both fully-online and blended formats. The faculty assigned to teach in the master's program will have previous experience and expertise in online course delivery.

Admissions: All applicants must meet admission requirements established by the UAB Graduate School including: completion of a bachelor's degree (or higher) from an accredited college or university and achieving a minimum GPA of 3.0 (4.0 = A) in junior and senior level course work. Additional requirements will include completion of a program-specific application showing any quality or safety-related employment and previous relevant training, interview(s) with faculty, written response to an essay question, and prior completion of a basic statistics course. Employment experience in a health care organization is preferred, but not mandatory.

Need: The Bureau of Labor Statistics (BLS) Standard Occupational Classification list does not include a job category specific to healthcare quality and safety, and thus offers no employment projections relevant to this degree. However, "quality assurance manager, health" was identified by the BLS in 2002 as an evolving occupation, defined as one "with a rapid change in skill set requiring new knowledge" (Crosby 2002). "Medical and Health Services Managers" is the BLS job category most likely to subsume non-clinical quality and safety jobs in healthcare organizations. That category is projected at a 23 percent growth rate between 2012 and 2022, translating to approximately 73,000 new jobs (BLS.gov, 2014). It is relevant to note that an important limitation in reviewing the job market is the lack of standard titles for professionals in healthcare, particularly as many individuals are employed primarily as clinicians.

Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Nation	15,825	16,140	16,460	16,790	17,125	82,340
SREB	6,117	6,240	6,365	6,490	6,620	31,832
Alabama	167	170	174	177	180	868

Student Demand: The primary potential applicant pool at the time of program implementation is expected to be students who have completed the HQS graduate certificate program. To date, 29 have completed the certificate and 26 are currently enrolled. These students were questioned via email regarding their interest in earning the proposed master's degree. Of the 55 students in these cohorts, 29 (53 percent) indicated interest in completing this master's degree. A convenience sample of 100 attendees at the 2013 American Health Information Management Association annual education meeting and trade show completed a brief survey. Many of these professionals are employed in quality and safety-related jobs in health care organizations. Of the 100 individuals surveyed, 38 indicated a preference for a graduate degree in healthcare quality and safety as opposed to an undergraduate or graduate certificate. Additionally, word-of-mouth about the HQS certificate program has generated several requests for information, although the certificate program has not been formally advertised. To date, 15 individual inquiries have been received, in addition to two healthcare organizations requesting information about enrollment for employee cohorts of 10 or more.

Resources:

Faculty:

Current Primary Faculty—

Full-time: 3

Part-time: 1

Support Faculty—

Full-time: 0

Part-time: 2

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 1
Part-time: 0

Support Faculty—

Full-time: 0
Part-time: 3

Support Staff: When the degree program is operational, one full-time program manager with online instructional design experience will be required to support both the certificate and degree programs. A part-time office associate will be needed to support program faculty.

Assistantships: No assistantships or fellowships will be offered.

Equipment: There are no special equipment needs other than the university-supported learning management system and the faculty computing and teaching resources currently available.

Facilities: No additional facilities are required for the new master's program.

Library: Lister Hill Library, established in 1945, is the largest biomedical library in Alabama and one of the leading such libraries in the South. The collection spans over seven centuries beginning with 13,475 old and rare books to access to 101,913 circulating monograph titles, 105,512 electronic monographs, and 31,406 electronic full text journals. UAB currently has access to 35,170 full-text electronic journals of which 9,184 are directly related to the health sciences and 68 are titles specifically related to healthcare quality or safety. It should be noted that articles about healthcare quality or safety can be found in many of the 9,184 health sciences journals well beyond just the 68 specific titles. The library subscribes to most of the core journal titles identified by the Brandon-Hill Selected List for Medicine. Journal literature is considered a primary source in health sciences libraries.

Program Budget: The proposal projected that a total of \$1,153,500 in estimated new funds will be required to support the proposed program. A projected total of \$2,069,920 will be available from tuition and internal reallocation.

Attachment 3

The University of Alabama at Birmingham

M.S. in Healthcare Quality and Safety- Proposed Curriculum

Prerequisite Coursework

Descriptive Statistics

Healthcare Delivery (if no previous healthcare experience)

Curriculum Sequence for Direct Entry into Master's Degree (Full-time)

Fall Term- 12 hours

- HQS 600 Introduction to Clinical Quality Improvement (4 hours)
- HQS 610 Quantitative Methods, Measurement, and Tools for Quality Impr. (4 hours)
- HIM 665 Health Data Analytics for Performance Improvement (4 hours)

Spring Term - 13 hours

- HQS 625 Fundamentals of Patient Safety (4 hours)
- HQS 630 Leadership of High Reliability Organizations (3 hours)
- HQS 605 Evaluating and Designing Quality Improvement Models (3 hours)
- HQS 615 Collaborative Analytics for Quality and Safety Impr. (3hours)

Summer Term - 11 hours

- HQS 635 Healthcare Policy and Regulation (3 hours)
- HP 650 Management and Leadership for Clinical Professionals (2 hours)
- HQS 698 Integrative Capstone Experience / Non-thesis Project (3-6 hours)
- Elective (0-3 hours)

Curriculum Sequence for Direct Entry into Master's Degree (Part-time)

Fall Term 1 - 8 hours

- HQS 600 Introduction to Clinical Quality Improvement (4 hours)
- HQS 610 Quantitative Methods, Measurement, and Tools for Quality Impr. (4 hours)

Spring Term 1-8 hours

- HQS 625 Fundamentals of Patient Safety (4 hours)
- HQS 630 Leadership of High Reliability Organizations (3 hours)

Summer Term 1

- Elective (3 hours)
- HIM 665 Health Data Analytics for Performance Improvement (4 hours)
- HQS 615 Collaborative Analytics for Quality and Safety Improvement (3 hours)

Spring Term 2 - 8 hours

- HQS 605 Evaluating and Designing Quality Improvement Models (3 hours)
- HQS 635 Healthcare Policy and Regulation (3 hours)
- HP 650 Management and Leadership for Clinical Professionals (2 hours)

Summer Term 2 - 3 hours

- HQS 698 Integrative Capstone Experience / Non-thesis Project (3 hours)

Curriculum Sequence for Entry into Master's Degree after Completion of Graduate Certificate in Healthcare Quality and Safety (Part-Time)

Certificate Credit Applied - 15 hours:

- HQS 600 Introduction to Clinical Quality Improvement (4 hours)
- HQS 610 Quantitative Methods, Measurement, and Tools for Quality Improvement (4 hours)
- HQS 625 Fundamentals of Patient Safety (4 hours)
- HQS 630 Leadership of High Reliability Organizations (3 hours)

Fall Term - 7 hours

- HIM 665 Health Data Analytics for Performance Improvement (4 hours)
- HQS 615 Collaborative Analytics for Quality and Safety Impr. (3 hours)

Spring Term - 8 hours

- HQS 605 Evaluating and Designing Quality Improvement Models (3 hours)
- HQS 635 Healthcare Policy and Regulation (3 hours)
- HP 650 Management and Leadership for Clinical Professionals (2 hours)

Summer Term - 6 hours

- HQS 698 Integrative Capstone Experience / Non-thesis Project (3-6 hours)
- Elective (0 - 3 hours)

DECISION ITEM E-7: Auburn University at Montgomery, Bachelor of Science in Medical Laboratory Science (CIP 51.1005)

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 this proposal is to elevate an existing medical laboratory science option within the Bachelor of Science in Biology degree to a Bachelor of Science in Medical Laboratory Science (MLS).

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

Mode of Delivery: The current MLS option is offered in a traditional and online format. Both formats will continue to be offered if the elevation of the option to a degree program is approved.

Similar Programs: Currently, the University of Alabama at Birmingham has the BS in Medical Technology and Auburn University has the BS in Medical Laboratory Science located at CIP 51.1005 in the Academic Program Inventory.

Collaboration: Currently, the AUM MLS option collaborates with the BS in Laboratory Technology Program at Auburn University. The program at Auburn is not nationally accredited resulting in graduates not being eligible for national certification upon completion of the program. Each year, some Auburn graduates complete the professional phase of the option at AUM and gain this eligibility. This collaboration will continue if the MLS option is elevated to a degree level program.

Resources: The proposal projected that no new funds will be required to support the proposed program over the first five years. A total of \$2,107,500 will be available through tuition.

Public Review: The program was posted on the Commission website from July 8 through July 28 (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 option.
2. The proposed program will be accredited through the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).

DECISION ITEM E-7: Auburn University at Montgomery, Bachelor of Science in Medical Laboratory Science (CIP 51.1005)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Implementation Date: The proposed program will be implemented in January 2015. Based on Commission policy, the proposed program must be implemented by September 12, 2016 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 2015-16, will be at least 14, based on the proposal.
2. That the annual average number of graduates for the period 2015-16 through 2019-20 (five-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 or in acceptance to graduate school.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Auburn University at Montgomery (AUM) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than February 1, 2020.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Auburn University at Montgomery program proposal, dated June 12, 2014. 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 Auburn University at Montgomery

PROGRAM Bachelor of Science in Medical Laboratory Science (CIP 51.1005)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2015-16	2016-17	2017-18	2018-19	2019-20	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
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$421,500	\$421,500	\$421,500	\$421,500	\$421,500	\$2,107,500
TOTAL	\$421,500	\$421,500	\$421,500	\$421,500	\$421,500	\$2,107,500

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2015-16	2016-17	2017-18	2018-19	2019-20	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	50	50	50	50	50	50
NEW ENROLLMENT HEADCOUNT	14	14	14	14	14	14
DEGREE COMPLETION PROJECTIONS	11	11	11	11	11	11

Attachment 2

Summary of Background Information

Bachelor of Science in Medical Laboratory Science
Auburn University at Montgomery

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

Objectives: The purpose of this proposal is to elevate an existing medical laboratory science option within the Bachelor of Science in Biology degree to a Bachelor of Science in Medical Laboratory Science (MLS). The proposed MLS program will continue many of the practices of the current option. These current practices include:

- Maintaining programmatic national accreditation through the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).
- Offering a traditional on-campus 2+2 format with the first two years devoted to completing pre-professional courses, including the general education curriculum, and the last two years devoted to completing the professional phase of the program. The program culminates with a 24-week clinical rotation at an affiliated hospital or reference laboratory.
- Offering an online format for students who have completed a 2-year Medical Laboratory Technician program typically found at junior colleges. The laboratory training component for both the didactic and clinical rotation components of the program are offered through affiliation agreements with each student's clinical employer. The online format requires students to develop the same professional entry-level competencies as the traditional format.

Upon completion of the proposed program, students will earn a Bachelor of Science in Medical Laboratory Science. Graduates will be eligible to sit for national certification examinations and enter the job market in the medical laboratory science profession. In order to prepare graduates for these eventualities, the following program outcomes (professional entry-level competencies) have been established. At the completion of the proposed MLS program, students will have developed the following entry-level competencies:

Cognitive Domain - Throughout the course of study in the MLS program, the student shall develop the ability to:

1. Explain the functions of each of the human body systems.
2. Correlate the physiologic functions of the human body with laboratory assessment of each.
3. Integrate patient data for evaluation of validity of laboratory test results.
4. Recognize a problem or discrepancy in test results, identify the cause, and determine what action should be taken to correct the problem.
5. Evaluate (analyze) laboratory procedures/techniques and equipment.
6. Describe the value of education for maintaining professional expertise (proficiency).
7. Outline the basic principles of management as they pertain to the clinical laboratory.
8. Describe the function and utility of information systems in the clinical laboratory.
9. Design a research project to evaluate published clinical laboratory studies.
10. Apply computer technology in clinical laboratory data processing, data reporting and information retrieval.

Psychomotor Domain - Throughout the course of study in the MLS Program, the student shall develop the ability to:

1. Perform all collection and testing procedures of blood and body fluids with the highest degree of proficiency.
2. Follow established procedures/directions in the process of performing routine and complex laboratory testing.
3. Demonstrate time management skills when performing multiple laboratory assays while maintaining accuracy.
4. Organize work flow and keep work area safe, neat and clean.
5. Comply with safety regulations and universal precautions 100 percent of the time.
6. Evaluate quality control and quality assurance assessments.
7. Implement corrective action to maintain accuracy and precision in laboratory testing.
8. Perform preventive/corrective maintenance of laboratory instruments.
9. Conduct a research project to evaluate published clinical laboratory studies.

Affective Domain - Throughout the course of study in the MLS Program, the student shall display each of the following characteristics:

1. Interact with fellow laboratory professionals, other members of the healthcare team, patients, and the general public in a professional consultative manner.
2. Honor the confidentiality of patient information by maintaining strong professional ethics and not sharing such information with unauthorized personnel.
3. Represent the MLS profession by maintaining a professional appearance and behavior, which is in accordance with safety guidelines and dress code.
4. Display dependability by arriving at class, lab or clinical experience on time, adhering to program/clinical site regulations regarding attendance and notifying that in charge when late or absent.
5. Pursue quality in work by following procedures accurately, using quality control techniques, and solving problems.
6. Assume responsibility for personal actions.
7. Work cooperatively with fellow lab workers seeking to assist with section/department workload, when appropriate.

Administration: The program will be administered by Dr. Karen Stine, School of Sciences, Dean; and the Department of Biology, Dr. Sue Thomson, 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 information in the proposal, the MLS option has maintained programmatic accreditation by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) since its inception in the late 1970s.

Most recently, in 2013, the Medical Laboratory Sciences option received a 7-year reaffirmation, the maximum time awarded by NAACLS.

Curriculum: No new courses will be added to the proposed program.

Program Completion Requirements

Credit hours required in major: 78 semester hours (sh)

Credit hours required in minor (if applicable): N/A

Credit hours in institutional general education or core curriculum: 42 sh

Credit hours in required or free electives: 22 sh

Total credit hours required for completion: 142 sh

Collaboration: Currently the AUM MLS option collaborates with the BS in Laboratory Technology Program at Auburn University. The program at Auburn is not nationally accredited resulting in their graduates not being eligible for national certification upon completion of that program. Each year, some Auburn graduates complete the professional phase of the option at AUM and gain this eligibility. This collaboration will continue if the MLS option is elevated to a degree level program.

Distance Education: The current MLS option is offered in a traditional and online format. Both formats will continue to be offered if the elevation of the option to a degree program is approved.

Admissions: The proposed program will be divided into two phases, a pre-professional phase and a professional phase. Criteria for the pre-professional phase of the program are those required for admission to AUM. Admission requirements for new freshmen include a minimum high school GPA of 2.3 or higher and a minimum composite ACT score of 18 or SAT score of 860 (excluding the writing portion). Transfer students must have completed 24 or more hours of college level credit at an accredited institution(s) with at least a 2.00 on all GPA hours (all graded hours) from all colleges or institutions attended. As students complete pre-professional requirements, the program has the following criteria and screening process, which is available to students in the MLS Student Handbook and on the AUM MLS webpage.

Admission to the Professional Phase of the MLS Curriculum

Entry into the professional phase of the program involves a formal application by the candidate as well as interviews with a faculty representative(s) and program director. Enrollment in this phase is limited based on available resources on campus and in affiliated clinical facilities. When the number of qualified applicants exceeds the enrollment capacity, selection will be based on cumulative GPA.

To be eligible to apply to the professional phase the following conditions must be met. Candidates should complete ALL pre-professional requirements prior to beginning the fall semester of the junior year. Candidates must be enrolled as full time students at AUM. Candidates must have a cumulative GPA of 2.0 or higher on a 4-point scale, and a minimum grade of "C" in each science and math course is required. In addition, candidates for the MLS Program must acknowledge their belief that they can achieve the following minimum essential functions:

- Read, understand and follow directions printed in English.
- Communicate effectively in English with patients and other members of the health care team in a clear and understandable manner, both verbally and in written form.
- Display manual dexterity required to perform laboratory tasks, e.g. operation of microscopes and various instruments, performance of phlebotomy and pipetting procedures, control of laboratory equipment (inoculating loops, test tubes), and manual entry of data into computers.
- Demonstrate microscopic and macroscopic visual acuity required to differentiate structures and to perform all technical activities requiring visual skills; to judge distance and space relationships; to bring objects into focus; to see clearly at 20 inches and less; and to see a computer screen, keyboard and panel of instruments.
- Closely examine specimens, images, or printed output created by diagnostic equipment.
- Lift and carry objects with upper body muscle coordination and dexterity.
- Maneuver in the laboratory including frequent moving from point to point and around instruments and in patient care settings.
- Demonstrate touch discrimination for detecting veins to be used in phlebotomy.
- Work independently to perform patient testing safely and accurately even during stressful situations; adapt to changing environments; prioritize tasks.
- Work with blood, urine, and other bio hazardous materials, as well as, chemical reagents.

Candidates seeking admission to the professional phase of the program are required to submit a completed application form directly to the program director. Applications will typically be accepted at the beginning of March through mid-June for the fall cohort. Applicants meeting all program requirements will be contacted to schedule a personal interview. The program director will notify each student of his or her acceptance status by the last Friday in July.

Pre-professional course work should have been completed within the past five years. Students with course work that extends beyond this five-year limit should make an appointment with the program director to discuss the course work in question. Demonstration of competency in selected areas may be required prior to acceptance into the MLS Program.

Need: According to AUM officials, the MLS option does address a clearly documented need in society that is identified by the Bureau of Labor Statistics, which projects a growth rate of 22 percent in the MLS profession from 2012 to 2022. Clinical laboratories affiliated with the MLS option that provide the clinical practicum for the program are constantly asking for students to train in hopes of hiring these students upon graduation. Combining the Bureau of Labor Statistics numbers and requests from AUMs clinical affiliates provides overwhelming evidence of the need for the proposed program.

Regarding other related programs within the State, the University of Alabama at Birmingham and Auburn University have similar programs at the BS degree level. However, the current MLS option at AUM has distinct differences, which provide more options for students in the State of Alabama.

The program at Auburn University is not nationally accredited while the program at UAB and the MLS option at AUM are accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS). The advantage of national accreditation is graduates of such programs are eligible to sit for national certification examinations upon completion of the program. In contrast to the program at UAB, AUM offers courses online.

Student Demand: As the MLS option has been in existence since the late 1970s, actual past enrollment data and actual numbers of graduates were used in making projections. Since these numbers are above minimum viability standards, no survey of student interest was conducted.

Faculty:

Current Primary Faculty—

Full-time: 4
Part-time: 0

Support Faculty—

Full-time: 0
Part-time: 1

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0
Part-time: 0

Support Faculty—

Full-time: 0
Part-time: 0

According to AUM officials, no new faculty is anticipated within the first five years.

Support Faculty: The MLS option currently has a full-time administrative associate assigned to provide support for the option. This administrative associate will continue to provide full-time support following the transition to a degree program.

Equipment: No additional equipment is required for the program.

Facilities: The MLS offices and laboratories are located in a 6,500 square foot area on the second floor of Moore Hall and are adjacent to available classrooms. The MLS facilities include the following, Classrooms - Room 104 and 105 Moore Hall are the primary classrooms for the program. These rooms are downstairs on the first floor. Other classrooms are available in Moore Hall as needed. Chalkboards, projection screens, and an internet connection are available in each classroom. As required, the AUM Information Technology Services will provide overhead projectors, VCR/TV, 35mm slide projectors, and multimedia projectors. In addition, the MLS program has an overhead projector, 35mm slide projector, and multimedia projector (with attached computer) for use in the classroom and laboratory.

There are three main laboratories in the MLS area. All AUM MLS laboratories are classified as Biosafety Level II laboratories. Therefore, these laboratories fall under Federal regulations delineated in Section 511 of Public Law 104-132 "Antiterrorism and Effective Death Penalty Act of 1996" included in 42 CFR Part 7 2 which makes adherence to these requirements mandatory. No additional facilities will be required.

Library: The AUM Library provides students, faculty, and community users with access to a collection of 500,000 books, more than 1,500,000 federal government documents, and more than 56,000 journals available with full-text online or in print.

Program Budget: The proposal projected that no new funds will be required to support the proposed program over the first five years. A total of \$2,107,500 will be available through tuition.

Attachment 3

Auburn University at Montgomery
 Bachelor of Science in
 Medical Laboratory Science

FALL	SPRING	SUMMER
ENGL 1010 3 hr CHEM 1100 3 hr CHEM 1101 1 hr MATH 1120 or 1150 3 hr BIOLIOIO 3hr BIOLIOI1 1hr UNVIOOO 1hr	ENGL 1020 3 hr CHEM 1200 3hr CHEM 1201 1 hr BIOL 2110* 3hr BIOL2111 1hr MATH 2200 or BIOL 2200 * 3 hr Core - HY/Soc&BehSci 3 hr	***** ♦Please Note: MATH 2200 or BIOL 2200 - Biostatistics (3 hr) may be taken in place of the two-course combination of MATH 2670 - Statistics (3 hr) and CSCI 1000 - Survey of Computer (3 hr). Also, BIOL 2110 - A&P II w/ lab rs preferred but BIOL 2100 A&P I w/lab is acceptable. *****
FALL	SPRING**	SUMMER
CHEM 2300 or 3100** 3 hr CHEM 2301 or 3101** 1hr BIOL 2010 or 3010 3 hr BIOL2011 or 3011 1hr Core - HY/Soc&BehSci 3 hr Core - Hum/F.A 3 hr Core - Hum/F.A 3 hr	COMM 1010 or 2212 3 hr Core - HY/Soc&BehSci 3 hr Core - HY/Soc&BehSci 3 hr Core - Hum/F.A 3 hr "PLEASE SEE FOOTNOTE AT THE END OF THIS TABLE"	***** Applications for the MLS Program are due during the Summer Semester. Applications and student handbooks are available from the Program Director, Room 208 Moore Hall. *****
<i>r</i> ALL (Admission to MLS Program required)	SPRING	SUMMER
CLLS 3013 4hr CLLS 3103 4hr CLLS 3203 3 hr CLLS 3403 4hr	CLLS 3153 3hr CLLS 3243 3 hr CLLS 3303 3hr CLLS 3353 3 hr CLLS 3433 4hr	CLLS 3253 3 hr CLLS 3313 4hr CLLS 3443 4hr
FALL	SPRING	SUMMER
CLLS 4163 3 hr CLLS 4263 WI 5 hr CLLS 4323 4hr CLLS 4453 4hr	CLLS 4080 WI 3 hr CLLS 4274 3 hr CLLS 4334 3 hr CLLS 4474 3 hr CLLS 4463 2 hr	CLLS 4040 1 hr CLLS 4054 1 hr CLLS 4114 1 hr CLLS 4174 2hr CLLS 4214 1 hr CLLS 4364 1 hr
**BIOL 2110/2111 is highly recommended for MLS majors. CHEM 2103 may be required for Forensic Science. CHEM 3100/3101 and CHEM 3200/3201 (in place of CHEM 2300/2301) are required for Forensic Science/ Graduate School. See MLS advisor for information.		
It is an AUM graduation requirement that ALL students have a total of 5 writing intensive (WI) courses. English Comp I & II are considered two and there will be two during your major specific courses. It will be the student's responsibility to complete one more WI course (typically Literature or History) during completion of their core courses. For more information please contact your advisor.		

DECISION ITEM E-8: Auburn University at Montgomery, Bachelor of Science in Environmental Science (CIP 03.0104)

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 this proposal is to elevate an existing environmental science option within the Bachelor of Science in Biology program to a Bachelor of Science in Environmental Science.

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

Mode of Delivery: According to the proposal, the decision to offer courses in a distance format will be left to individual faculty. Certain courses, especially in the geographic information systems area, will lend themselves to being offered via distance; some existing courses to be offered within this program are already offered this way. Other courses with significant lab and field components will require meeting on campus or in person.

Similar Programs: Currently, Auburn University, the University of Alabama, and Troy University all have similar baccalaureate programs listed at CIP 03.0104.

Collaboration: No collaborations are being sought at this time.

Resources: The proposal projected that \$1,017,063 in estimated new funds will be required to support the proposed program over the first five years. A total of \$2,107,500 will be available through tuition.

Public Review: The program was posted on the Commission website from July 8 through July 28 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program will be the elevation of a current environmental science option at AUM.
2. The proposed program will have tracks in Environmental Biology; Environmental Health and Toxicology; Environmental Chemistry; and Environmental Geographic Information Systems.

DECISION ITEM E-8: Auburn University at Montgomery, Bachelor of Science in Environmental Science (CIP 03.0104)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

The program will have tracks in Environmental Biology; Environmental Health and Toxicology; Environmental Chemistry; and Environmental Geographic Information Systems. Consistent with Commission policy and operational definitions, these tracks 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 tracks will have the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in January 2015. Based on Commission policy, the proposed program must be implemented by September 12, 2016 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 2015-16, will be at least 12, based on the proposal.
2. That the annual average number of graduates for the period 2015-16 through 2019-20 (five-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in acceptance to graduate school.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Auburn University at Montgomery (AUM) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than February 1, 2020.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Auburn University at Montgomery program proposal, dated June 12, 2014. 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 Auburn University at Montgomery

PROGRAM Bachelor of Science in Environmental Science (CIP 03.0104)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
FACULTY	\$60,000	\$122,400	\$187,296	\$194,788	\$202,579	\$767,063
LIBRARY	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$110,000	\$172,400	\$237,296	\$244,788	\$252,579	\$1,017,063

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$421,500	\$421,500	\$421,500	\$421,500	\$421,500	\$2,107,500
TOTAL	\$421,500	\$421,500	\$421,500	\$421,500	\$421,500	\$2,107,500

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2015-16	2016-17	2017-18	2018-19	2019-20	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	48	49	50	51	52	50
NEW ENROLLMENT HEADCOUNT	11	11	12	13	13	12
DEGREE COMPLETION PROJECTIONS	7	7	8	9	9	8

Attachment 2

Summary of Background Information

Bachelor of Science in Environmental Science
Auburn University at Montgomery

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

Objectives: The purpose of this proposal is to elevate an existing environmental science option within the Bachelor of Science in Biology program to a Bachelor of Science in Environmental Science. Objectives of the program are as follows:

1. Through an environmental science common core, students will gain a basic understanding of chemistry, biology, earth science, biostatistics, geographic information systems (GIS), and will also receive a thorough grounding in the principles of ecology and environmental management, and exposure to the roots and scope of current environmental problems.
2. Through participation in a seminar class, a capstone class, and writing-intensive classes, students will learn to read, summarize, interpret and discuss the current literature in the field.
3. Students will gain understanding and appreciation of existing environmental laws and regulations, the federal and state agencies responsible, and the various strategies employed for regulation of environmental pollution in the U.S.
4. Students will learn about the various technologies employed for detecting and controlling water pollution, air pollution, noise pollution, municipal waste, industrial waste, and hazardous and radioactive wastes.
5. Students will develop the ability to research, describe, and analyze complex environmental problems, and to propose and evaluate possible solutions.
6. Students will develop the ability to communicate information in both written and oral formats, with special emphasis on addressing a variety of audiences typically encountered by environmental professionals.
7. Students will gain knowledge of techniques used to gather and analyze information in environmental studies, including research design, sampling, physical environmental measurements, basic laboratory skills, laboratory safety, use of geographic information systems (GIS) software, use of statistical and graphical packages, and development of excellent computer skills.
8. Through selection of a track, students will be exposed to specialized skills and information characteristic of a variety of environmental disciplines. Students will be able to select one of the following tracks: Environmental Biology, Environmental Health and Toxicology, Environmental Chemistry, or Environmental Geographic Information Systems.

Administration: The program will be administered by Dr. Karen Stine, School of Sciences, Dean; and the Department of Biology, Dr. Sue Thomson, 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 information in the proposal, there is no specialized accreditation for the proposed program.

Curriculum: No new courses will be added to the proposed program.

Program Completion Requirements

Credit hours required in major: 37 semester hours (sh)
Credit hours required in minor (if applicable): N/A
Credit hours in institutional general education or core curriculum: 43 sh
Credit hours in required or free electives: 42 sh
Total credit hours required for completion: 122 sh

Students must fulfill the requirements of AUM's Writing Across the Curriculum program. Two writing intensive classes are required within the major. All students must take the Environmental Science Capstone class, where departmental assessments will be conducted. The "Capstone Experience" gives students information on networking, job hunting, selecting a graduate school, graduate and professional school applications and expectations, as well as experience reading, summarizing, evaluating and discussing timely refereed journal articles on current topics of interest in the field, and completion of a major research paper.

Collaboration: No collaborations are being sought at this time.

Distance Education: According to the proposal, the decision to offer courses in a distance format will be left to individual faculty. Certain courses, especially in the geographic information systems area, will lend themselves to being offered via distance; some existing courses to be offered within this program are already offered this way. Other courses with significant lab and field components will require meeting on campus or in person.

Admissions: Any regularly admitted AUM undergraduate student will be eligible for the proposed program. Admission requirements for new freshmen include a minimum high school GPA of 2.3 or higher and a minimum composite ACT score of 18 or SAT score of 860 (excluding the writing portion). Transfer students must have completed 24 or more hours of college level credit at an accredited institution(s) with at least a 2.00 on all GPA hours (all graded hours) from all colleges or institutions attended.

Need: According to AUM officials, educational programs in environmental science have never been more important. Society faces urgent environmental issues including global climate change, the build-up of atmospheric CO₂, methane, greenhouse gases, air pollution, water pollution and fresh-water supply issues, energy supply issues, the need to develop clean energy, collapse of global fisheries, ocean acidification, sea-level rise, and other pressing ecosystem changes resulting from the above. AUM's current degree program in this area consists of a concentration of classes leading to the granting of a Bachelor of Science in Biology. Currently the Biology Department grants the same general degree to students in six different tracks: General Biology, Pre-health Biology, Environmental Science, Microbiology and Public Health, Molecular Biology, and Medical Laboratory Science, which is separately accredited (the option in Medical Laboratory Science is currently being considered for approval by ACHE to be elevated from an option to a baccalaureate degree).

AUM officials believe that elevating the existing environmental science option within the Bachelor of Science in Biology program will assist the institution with student recruitment, and will clarify to students' future employers the nature of their educational attainments and program content. In fall 2014, a group of 20 currently-enrolled students in the environmental science option were asked if they would prefer to receive a B.S. in Biology or in Environmental Science, and 100 percent preferred to receive the degree in Environmental Science.

Student Demand: AUM officials estimated enrollment projections using current enrollment data and long-term records for the existing option taking into account average annual recruitment, loss, and completions.

Faculty:

Current Primary Faculty—

Full-time: 7

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 3

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

The university has committed to hiring three new faculty members for the proposed program, all holding the appropriate terminal degree (Ph.D.). Within one year of approval, AUM plans to hire an environmental chemist and a specialist in geographic information systems (GIS) and remote sensing. One additional faculty member will be hired in year three in either the area of hydrology and water resources or environmental policy, environmental health and risk assessment.

Support Faculty: According to the officials at AUM, the proposed program will be housed within the School of Sciences, specifically within the current Biology Department. The Biology Department has one administrative associate for administrative purposes. For high-enrollment courses such as the introductory biology courses and microbiology, the department currently employs several lab coordinators to set up and manage laboratory classes.

Equipment: Existing instruments and equipment will satisfy the needs of the proposed program at this time.

Facilities: Current classroom space and teaching labs will be adequate to house the proposed program for the five-year proposal period at current and predicted enrollment levels.

Library: The AUM Library provided an assessment of the Library's collections and determined that it could, with some exceptions, support the proposed environmental science program. Weaknesses in analytical chemistry, environmental science (generally), and microbiology are issues that will be addressed. AUM will allow for up to \$50,000 a year in support of the needed library materials.

Program Budget: The proposal projected that a total of \$1,017,063 in estimated new funds will be required to support the proposed program over the first five years. A total of \$2,107,500 will be available through tuition.

Attachment 3

Auburn University at Montgomery
 Bachelor of Science in
 Environmental Science

Freshman Year	
ENGL 1010 English Comp. I.....	3
CHEM 1100/1101 Gen. Chem I/Lab.....	4
BIOL 1010/1011 Prin. Biol. I/Lab.....	4
MATH core.....	3
UNIV 1000 University Success	2
.....	16
ENGL 1020 English Comp. II.....	3
CHEM 1200/1201 Gen. Chem II/Lab.....	4
BIOL 1020/1021 Prin. Biol. II/Lab.....	4
COMM 1010 Intro. Hum. Comm.....	3
ENVS 1000 Intro to Envi Sci.....	1
.....	15
Sophomore Year	
BIOL 3010/3011 Microbiology.....	4
CHEM 2300/01 or 3100/01 Organic Chem.....	4
BIOL 2033 Zoology.....	4
BIOL 2200/MATH 2200 Biostatistics.....	3
.....	15
BIOL 3303 Genetics.....	4
PSCI 1300/1301 Intro Earth Sci.....	4
BIOL 2023 Botany.....	4
Area IV Core Elective.....	3
.....	15
Junior Year	
HIST or ENGL Core Sequence.....	3
BIOL 4203 WI Ecology.....	5
BIOL Elective /Lab.....	4
GEOG 3950 Intro GIS/Lab.....	4
.....	16
HIST or ENGL Core Sequence.....	3
CHEM Elective/Lab.....	4
BIOL 4240 Ecosystems.....	3
Writing Intensive (WI) course.....	4
.....	14
Senior Year	
Area IV Core Elective.....	3
BIOL Elective/Lab.....	4
BIOL 4233 Envi. Pollution & Control.....	4
HIST or ENGL Lit Core Course as needed.....	3
ENVS 2952 Envi Sci Seminar.....	1
.....	15
ENVS 4952 WI Capstone in Envi Sci.....	3
BIOL Elective/Lab.....	4
Area II or Area IV Core Elective.....	3
Fine Arts Core.....	3
BIOL Elective.....	3
.....	16
Minimum Total Hours – 122	

University Core Courses (Areas I, II, III, and IV):

See the current AUM Undergraduate Catalog for **approved** university (Areas I, II, III, and IV) core courses and the hours required in each of the four areas. Students must make a C or better in English Composition. Students must complete a 6-hour sequence in either literature or history. Students must take at least one course in history and one course in literature.

Math Core Course: Choose from one of the following

MATH 1100 Finite Math, or MATH 1210 Pre-Cal Algebra, or MATH 1510 Survey of Cal or MATH 1610 Cal I.

Choose from the Following Biology Electives – Must have 3 with Lab

BIOL 3400 Principles of Toxicology, BIOL 3800 Topics in Ecological Economics, BIOL 4063 Environmental Microbiology, BIOL 4210 Population Ecology, BIOL 4503 Freshwater Biology, BIOL 4523 Wetlands, BIOL 4533 Conservation Biology, BIOL 4543 Field Botany, BIOL 4663 Field Zoology, BIOL 4760 Evolutionary Biology, BIOL 4800/4803 Perspectives in Biology, or BIOL 4932 Directed Research.

Choose from the Following Chemistry Electives

CHEM 2103 Quantitative Analysis, CHEM 3200/3201 Organic Chemistry II, CHEM 4303 Instrumental Analysis, or CHEM 3500/3501 Environmental Chemistry.

DECISION ITEM E-9: The University of Alabama in Huntsville, Bachelor of Science in Secondary Education (CIP 13.1205)

EXECUTIVE SUMMARY

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

Program Objective: The purpose of the proposed program is to establish a Bachelor of Science in Secondary Education (grades 6-12) with licensure options that include Biology, Biology/General Science, Chemistry, English Language Arts, Foreign Language, History, History/Social Studies, Mathematics, and Physics. Teacher education candidates who successfully complete the degree requirements for the proposed program will satisfy the requirements for a valid Class B Teaching Certificate in the completed academic major in Secondary Education (grades 6-12).

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, UAH will utilize its online Learning Management System (LMS) to supplement and support traditional classroom learning and as a means to share instructional resources, and facilitate communication beyond scheduled class meetings. Additionally, lecture capture technology will be utilized to allow instructors to post classroom instruction in the (LMS) to allow students the opportunity to view remotely. Asynchronous discussion boards and synchronized class meetings via the LMS will also be utilized by education faculty. Some courses will lend themselves to hybrid delivery format or online delivery while others necessitate traditional courses to facilitate instructor/student interaction and learning.

Similar Programs: Secondary Education programs at the Baccalaureate level similar to the proposed program listed at CIP 13.1205 in the Academic Program Inventory are located at Alabama State University; Alabama A&M University; Auburn University Montgomery; the University of South Alabama; the University of Alabama; Jacksonville State University; the University of North Alabama; and Troy University.

Collaboration: UAH welcomes collaboration with other institutions across the state. No specific plans for collaboration have been made.

Resources: The proposal projected that a total of \$120,000 in new funds will be required to support the proposed program. A total of \$2,007,240 will be available through tuition.

Public Review: The program was posted on the Commission website from July 8 until July 28 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program will have licensure options that will include Biology, Biology/General Science; Chemistry; English Language Arts; Foreign Language; History; History/Social Studies; Mathematics; and Physics.

DECISION ITEM E-9: The University of Alabama in Huntsville, Bachelor of Science in Secondary Education (CIP 13.1205)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed BS in Secondary Education.

Implementation Date: The proposed program will be implemented in January 2015. Based on Commission policy, the proposed program must be implemented by September 12, 2016, 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 2015-16, will be at least 14, based on the proposal.
2. That the annual average number of graduates for the period 2016-17 through 2019-20 (four-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in 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 February 1, 2020.

- 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 April 14, 2014; 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	BS in Secondary Education (CIP 13.1205)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
FACULTY	\$0	\$0	\$60,000	\$0	\$60,000	\$120,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$60,000	\$0	\$60,000	\$120,000

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2015-16	2016-17	2017-18	2018-19	2019-20	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$313,499	\$353,176	\$394,923	\$449,558	\$496,084	\$2,007,240
TOTAL	\$313,499	\$353,176	\$394,923	\$449,558	\$496,084	\$2,007,240

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2015-16	2016-17	2017-18	2018-19	2019-20	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	32	35	38	42	45	38
NEW ENROLLMENT HEADCOUNT	10	12	14	16	16	14
DEGREE COMPLETION PROJECTIONS	0	5	11	12	13	10

Attachment 2

Summary of Background Information

Bachelor of Science in Secondary Education
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: The purpose of the proposed program is to establish a Bachelor of Science in Secondary Education (grades 6-12) with licensure options that include Biology, Biology/General Science, Chemistry, English Language Arts, Foreign Language, History, History/Social Studies, Mathematics, and Physics. Teacher education candidates who successfully complete the degree requirements for the proposed program will satisfy the requirements for a valid Class B Teaching Certificate in the completed academic major in Secondary Education (grades 6-12).

Primary objectives of the proposed program are as follows:

- To provide a pipeline of well-trained and qualified educators;
- To grow enrollment in Secondary Education at UAH;
- To create a more streamlined degree path for baccalaureate students pursuing Secondary Education licensure that requires fewer credit hours to facilitate four-year degree completion;
- To align UAH with other four-year institutions of higher education that currently offer the Bachelor of Science in Education for teacher education licensure programs;
- To Increase the visibility and awareness of Secondary Education licensure options at UAH.

Outcome assessment of the proposed Secondary Education program will be guided by the established UAH Teacher Candidate Competencies currently established and assessed by the teacher education unit as enumerated below.

1. **CONTENT:** The candidate knows the subject and structure of the discipline, organizes and creates learning opportunities that link the subject with other disciplines, and engages the learner in construction of meaning within the discipline.
2. **PEDAGOGY:** (a) Teaching - Candidate uses multiple teaching and learning strategies to meet the needs of students, creates lessons and activities that are aligned with state and local curricular goals, and uses technology to increase student engagement. (b) Assessing Student Learning - Candidate develops and uses a variety of formal and informal assessment strategies to plan instruction, monitor student performance, evaluate student learning, and documents impact of instruction on student learning. (c) Managing the Learning Environment - Candidate uses an understanding of individual and group motivation and behavior to create a safe, well-organized, and equitable learning environment that supports positive interactions and active engagement in learning.

3. **CRITICAL THINKING:** Candidate models effective critical thinking patterns and problem solving approaches, and uses a variety of instructional strategies to encourage students' development of critical thinking, problem solving, and performance skills.
4. **DIVERSITY:** Candidate understands how children and youth learn and develop, and can provide learning opportunities that support their intellectual, social, and performance skills. Candidate understands how students differ in their approaches to learning, and creates instructional opportunities that meet the needs of learners from diverse cultural backgrounds, and learners with exceptionalities. The candidate uses this knowledge to promote equitable learning opportunities for all students.
5. **COMMUNICATION:** Candidate uses knowledge of effective verbal, nonverbal, and media communication techniques that foster active inquiry, collaboration, and supportive instruction in the classroom.
6. **PROFESSIONALISM:** Candidate evidences leadership capacity and a solid commitment to the teaching profession. (a) Collaboration and Relationships - Candidate communicates and interacts with parents/guardians, families, school colleagues, and the community to support students' learning and well-being. (b) Reflection and Professional Development - Candidate is a reflective practitioner who continually evaluates the effects of his/her choices and actions on others (students, parents, and other professionals in the learning community). Candidate actively seeks out opportunities to grow professionally. (c) Professional Dispositions - Candidate exhibits ethical and professional dispositions and conduct. These are woven into the framework of each course in the UAH Teacher Education program. Candidates are provided with opportunities to engage in a self-evaluation of these dispositions and to demonstrate these attributes as they progress throughout the program. Dispositions that are valued and assessed include: Intellectual Curiosity, Respect for All Learners, Multicultural Sensitivity, Self-Initiative, Flexibility, Interaction with Others, Tact and Judgment, Reliability/Dependability, Oral Communication Skills, Written Expression, Attendance/Punctuality, and Professional Appearance.

Administration: The program will be administered by the College of Liberal Arts, Dr. Glenn Dasher, Dean, and by the Department of Education, Dr. Beth N. Quick, 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: The program must adhere to all standards established by the Alabama State Department of Education (ALSDE), as well as the National Council for Accreditation of Teacher Education (NCATE). According to the proposal, UAH Teacher Education has full NCATE accreditation, and all secondary licensure programs are approved by the ALSDE until May 31, 2020.

Curriculum: All courses for the secondary licensure options currently exist and are delivered as approved ALSDE programs that are accredited by NCATE. Consequently, no new courses are required.

The program will have the following requirements for completion:

Credit hours required in major: The secondary education teaching field/academic majors are delineated on the approved program checklists submitted to and approved by the ALSDE. All academic majors require at least 32 semester hours with 19 or more at the upper-division level.

Credit hours required in minor (if applicable): Students are required to successfully complete 28 semester hours in professional education courses, along with an additional 12 semester hours for the student teaching internship.

Credit hours in institutional general education or core curriculum:

UAH currently requires a minimum of 41 semester hours in the general education requirements in Areas I-IV for all baccalaureate degrees. Area V is reserved for pre-professional courses required for specific majors.

Credit hours in required or free electives: The number of electives is determined by individual approved program checklists from the ALSDE for the specific teaching field selected by the student. Academic majors allow a range of electives from 0 to 12 semester credit hours.

The total credit hours required for completion: UAH's current secondary education licensure programs range from 120 semester credits to 155 semester credits. The anticipated total credit hours required for completion of the proposed Bachelor of Science in Secondary Education will range from 120 to 135 semester credits pending ALSDE program approval.

Collaboration: UAH welcomes collaboration with other institutions across the state. No specific plans for collaboration have been made.

Distance Education: According to the proposal, UAH will utilize its online Learning Management System (LMS) to supplement and support traditional classroom learning and as a means to share instructional resources, and facilitate communication beyond scheduled class meetings. Additionally, lecture capture technology will be utilized to allow instructors to post classroom instruction in the (LMS) to allow students the opportunity to view remotely. Asynchronous discussion boards and synchronized class meetings via the LMS will also be utilized by education faculty. Some courses will lend themselves to hybrid delivery format or online delivery while others necessitate traditional courses to facilitate instructor/student interaction and learning.

Admissions: Admission to the proposed program will continue as it is currently implemented in compliance with the Rules of the Alabama State Board of Education, Chapter 290-3-3-.02, and as outlined in the Unit Assessment System of the Institutional Report submitted to NCATE. These include meeting requirements related to minimum cumulative GPA, minimum score requirements on the ACT WorkKeys System, completed criminal history background check to the Alabama Bureau of Investigation (ABI) and the Federal Bureau of Investigation (FBI), admission interview, and documented experiences in P-12 schools.

Need: UAH is currently authorized to offer secondary licensure programs. The proposed Secondary Education program brings UAH in alignment with other four-year institutions of higher education that offer secondary education licensure. The degree provides benefits to the region and the state as it provides licensed secondary educators to serve in public and private high schools. Most of the four-year institutions in Alabama offer a secondary education teacher licensure degree.

According to information in the proposal, the Bureau of Labor Statistics estimates the number of secondary teachers needed between now and 2022 will increase by 6 percent throughout the United States. Projected job openings below indicate the number of secondary teaching positions in Alabama is projected to increase as reported by the Bureau of Labor Statistics. The Alabama Department of Labor reports an anticipated 510 total secondary education openings.

Projected Job Openings

	Year	Year 2	Year 3	Year 4	Year 5	Total
Local	20	20	20	20	20	100
State	510	510	510	510	510	2,550
SREB	8,160	8,160	8,160	8,160	8,160	40,800
Nation	312,600	312,600	312,600	312,600	312,600	1,563,000

Student Demand: Enrollment projections are based on a historical review of secondary licensure program completers, along with an analysis of current enrollment in the secondary teacher education program. In addition, enrollment at other state universities with a Bachelor of Science in Secondary Education was assessed. Enrollment projections reflect anticipated growth supported by students indicating an interest in pursuit of secondary teacher education licensure, a streamlined program of study, increased marketing and visibility, and a sustained continuation of an upward trajectory of enrollment.

Resources:

Faculty:

Current Primary Faculty to teach in the program—

Full-time: 10

Part-time: 3

Support Faculty—

Full-time: 0

Part-time: 0

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

Support Staff: Staffing is currently provided by a staff assistant and teacher certification officer, along with a department chair and part-time accreditation coordinator. In the near future, anticipated enrollment growth will require hiring a full-time Coordinator of Assessment, as well as a full-time Coordinator of Clinical and Internship Experiences.

Equipment: No new equipment will be required.

Facilities: Existing facilities will be used for the proposed program.

Library: According to the proposal, UAH maintains a vast collection of secondary education resources adequate for imparting and maintaining knowledge about the academic teaching areas. The collection includes a broad selection of education journals/periodicals, subject specific indexes, and the fundamental reference and bibliographical tools for each secondary education area.

Program Budget: A total of \$120,000 in estimated new funds will be required to support the proposed program over the first five years. A total of \$2,007,240 will be available through tuition.

Attachment 3

The University of Alabama in Huntsville
 BS in Secondary Education

YEAR ONE

Fall Semester -15 credits	Spring Semester -16 credits
EH 105-3 credits	Soph Lit - 3 credits
Humanities and Fine Arts - 3 credits	Fine Arts - 3 credits
HY course - 3 credits	CM 113 or Public Speaking - 3 credits
PY101 -3 credits	PY 201 - 3 credits
Math - 3 credits	Lab Science - 4 credits

YEAR TWO

Fall Semester -17 credits	Spring Semester -16 credits
CM 205 - 3 credits	ED 301 -1 credit
Lab Science - 4 credits	ED 307- 3 credits
Area II or IV-3 credits	ED 308 - 3 credits
Area II or IV-4 credits	ED 309 - 3 credits
Area II or IV-3 credits	EDC 301 - 3 credits
	EDC 311-3 credits

YEAR THREE

Fall Semester -18 credits	Spring Semester -18 credits
ED 350 - 3 credits	ED 424 - 3 credits
ED 309 - 3 credits	EH 305 - 3 credits
ED 408 - 3 credits	EH 300 or 400 level course - 3 credits
ED 410-3 credits	EH 300 or 400 level course - 3 credits
EH 200 level survey course - 3 credits	CM 231 - 3 credits
CM 221 - 3 credits	CM 425 - 3 credits

YEAR FOUR

Fall Semester -15 credits	Spring Semester -12 credits
EH 400 - 3 credits	ED 497-12 credits
EHL 405 - 3 credits	
EH 300-400 novel course - 3 credits	
Lit elective - 3 credits	
CM 430 - 3 credits	

TOTAL HOURS REQUIRE FOR DEGREE: 127

DECISION ITEM F-1: The University of Alabama in Huntsville, Establishment of the Division of Student Affairs

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the establishment of the Division of Student Affairs.

Background: The University of Alabama in Huntsville (UAH) plans to establish the Division of Student Affairs. The purpose of establishing the division is:

- To put in place a comprehensive management organization, comprising all the components of student lifecycle management; and
- To enhance communications and interactions to create a campus culture that promotes student success and ensures that UAH provides a rewarding campus life experience.

According to the Commission's operational definitions, administrative changes at the department level generally are submitted as information items. However, if the administrative change creates a more prominent unit of instruction such as a division or school, Commission approval is required.

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 F-2: The University of Alabama, Addition of a Specialization in Marketing Analytics to the Existing MS in Marketing (CIP 52.1401)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Background: The University of Alabama (UA) currently has the Master of Science in Marketing at CIP 52.1401 in the Academic Program Inventory. UA proposes the addition of a Specialization in Marketing Analytics to the existing program.

The MS program with the proposed specialization will require 30 semester hours (sh), as listed below:

Program Core	18 sh
Proposed Concentration	12 sh
Total	30 sh

The program core includes courses in: Advanced Marketing Analysis; Global Market Management; and Capstone Project in Marketing.

Courses in the proposed specialization include: Statistical Methods (prerequisite); Statistical Data; and Data Mining I and II.

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

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

Supporting Documentation:

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

DECISION ITEM F-3: The University of North Alabama, Addition of an Option in Geophysics to the Existing BA/BS in Physics (CIP 40.0801)

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 North Alabama (UNA) currently has the Bachelor of Arts/Bachelor of Science (BA/BS) in Physics at CIP 40.0801 in the Commission's Academic Program Inventory. UNA has proposed the addition of an option in Geophysics to the existing program.

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

General Education	41 sh
Program core	55 sh
Option	18 sh
Electives	14 sh
Total	128 sh

The program core includes the following courses: Modern Physics; Intermediate Laboratory; Electricity & Magnetism; Classical Dynamics; Directed Research; and Senior Assessment Seminar.

Courses in the proposed option will include: Earth Science: Physical Geology; Intro to Geophysics; Data Analysis; Tectonics; and Seismology.

Budgetary Impact: The proposed option will not require additional resources.

According to UNA officials, the option will provide physics majors an additional choice in their preparation to enter the job market or graduate programs.

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 F-4: Wallace State Community College (Dothan), Addition of an Option in Engineering Technology 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 option as a reasonable extension/alteration of an existing program.

Background: Wallace State Community College-Dothan (WSD) currently has the Associate in Applied Science (AAS) in Industrial Maintenance Technology (47.0303) in the Commission's Academic Program Inventory. WSD has proposed the addition of an option in Engineering Technology to the existing program.

The program with the proposed option will require a total of 72-74 semester hours (sh).

General Education	25 sh
Program core	20-22 sh
Option	27 sh
Total	72-74 sh

Courses included in the program core include: Orientation to College or Orientation to Student Success; WorkKeys Assessment and Advisement; DC Fundamentals; AC Fundamentals; Electronics for Electricians; Intro to Programmable Logic Controllers; and Industrial Motor Controls I and II.

Courses in the proposed option include: Intro to Robot Programming; Principles of Engineering Technology; Principles of Mechanical Measurement and Technical Drawing; Intro to Networks and Communications; Basic Computer Aided Drafting and Design; and Intermediate Computer Aided Drafting and Design.

Budgetary Impact: NONE.

According to WSD officials, the option is being requested to expand the offerings in the Industrial Maintenance Technology program and to address local industry needs.

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 F-5: Wallace State Community College (Hanceville), Addition of an Option in Sustainable Agriculture to the Existing Certificate in Agricultural Production Operations (CIP 01.0301)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Background: Wallace State Community College-Hanceville (WSH) currently has the Certificate (C) in Agricultural Production at CIP 01.0301 in the Commission's Academic Program Inventory. WSH has proposed the addition of an option in Sustainable Agriculture to the existing program.

The certificate with the proposed option will require a total of 60 semester hours (sh).

General Education	12 sh
Program core	21 sh
Option	27 sh
Total	60 sh

Courses included in the program core are: Intro to Horticulture; Soils & Fertilizers; Plant Propagation; Pest Management; Greenhouse Management; Vegetable & Orchard Crops; and Agricultural Equipment Repair/Maintenance.

The proposed option includes the following courses: Sanitation, Safety, and Food Service; Horticultural Business Management; Irrigation Systems; Poultry Production; Agricultural Salesmanship; and Electives.

Budgetary Impact: A total of \$67,425 will be needed for additional equipment for the program.

According to WSH officials, the option is being requested due to the growing demand for organic foods nationally.

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 F-6: Southern Union State Community College, Addition of Options in Robotics and Automation, and Instrumentation and Process Control to the Existing AAS in Industrial Electricity (CIP 47.0105)

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: Southern Union State Community College (SOU) currently has an AAS in Industrial Electricity listed at CIP 47.0105 in the Commission's Academic Program Inventory. SOU has proposed the addition of options in Robotics and Automation, and Instrumentation and Process Control to the Existing AAS in Industrial Electricity (CIP 47.0105).

The program with the Robotics and Automation option will require a total of 76 semester hours (sh):

General Education	23 sh
Program Core	42 sh
Option	11 sh
Total	76 sh

Courses in the program core include: Concepts of Direct Current; Concepts of Alternating Current; AC/DC Machinery and Controls I; and Circuitry Fabrication.

Courses in the Robotics and Automation option are: Construction Wiring NEC; Industrial Robotics; Industrial Robotics Lab; and Industrial Robotics Concepts.

The program with the Instrumentation and Process Control option will require a total of 76 semester hours (sh):

General Education	23 sh
Program Core	42 sh
Option	11 sh
Total	76 sh

Courses in the program core include: Solid State Fundamentals; Motors and Transformers; Industrial Controls; Digital Fundamentals; and Electronic Circuits I.

Courses in the Instrumentation and Process option are: Sensors Technology and Applications; Industrial Instrumentation; Industrial Instrumentation Lab; and Instrumentation Operation and Calibration.

Budgetary Impact: A total of \$40,000 from extramural Perkins funds will be used to purchase trainers for the program.

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 G-1:

Request to Amend Post-Implementation Conditions:
Alabama A&M University, Master of Engineering in Materiel
Engineering (CIP14.9999)

Staff Presenter:

Dr. Lenny Lock
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 (2013-14 through 2014-15) for the program be granted.
- 2) In this additional review period, the average annual new enrollment headcount will be at least 12.
- 3) In this additional review period, the program will meet a post-implementation condition of an average of 5 graduates.
- 4) That the institution will submit, no later than October 1, 2015, a second post-implementation report, demonstrating that the program met the post-implementation conditions for enrollments and graduates for the specified period.

Background:

The Master of Engineering in Materiel Engineering was approved by the Commission on September 21, 2007.

The post-implementation report was submitted in December 2013. The program did not meet post-implementation conditions for enrollments or graduates. The program did meet conditions for employment, and the submission of an overall assessment of the program.

The program educates and trains professionals to have an in-depth understanding of central concepts and tools needed by professionals engaged in materiel engineering. The program objectives emphasize the design, production, testing and evaluation, distribution, operation and support, and ultimate disposition of man-made equipment, apparatus, and supplies. The curriculum also consists of three discipline specific areas: civil engineering, electrical engineering, and mechanical engineering.

The request is for a time extension as well as revision in the projected enrollment and graduation figures. The rationale for the request is that the original projections were unreasonably high, particularly given the number of undergraduate courses that may need to be taken in preparation for this unique Master's degree. Also, the institution reports that marketing has been more challenging than anticipated. Additionally highlighted as impacting the graduation figure is the number of part-time relative to full-time enrollments.

Finally, the first program Director passed in 2011 and a new Dean of Engineering, Technology, and Physical Sciences was appointed in fall 2012.

Supporting Documentation:

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

Summary of Report on Post-Implementation Conditions

Alabama A&M University

Program: Master of Engineering in Materiel Engineering (CIP14.9999)

Approved by Commission: September 2007

Proposed Implementation Date: January 2008

Actual Implementation Date: August 2009

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the initial five years beginning in 2008-09 will be at least 31.
2. That the annual average number of graduates for the academic years 2009-10 through 2012-13 will be at least 15.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Master of Engineering in Materiel Engineering (CIP14.9999)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	31	15	75%
Reported	8	3	83%

Condition 1: According to the report, the enrollment count benchmark was not met.

Condition 2: According to the report, the program did not meet the graduation post-implementation requirement. It should be noted that the University has expressly acknowledged not having met the master's level graduation viability requirement to this juncture, and has set as a condition, 5 graduates in this new request.

Condition 3: Eighty-three percent of the graduates are in graduate school or secured employment upon graduation.

Condition 4: Overall sufficient comment regarding the assessment of the program was provided. Information on the graduation rate of those students who had baccalaureate degrees in disciplines other than engineering was included.

DECISION ITEM G-2: Request to Amend Post-Implementation Conditions:
Alabama A&M University, Bachelor of Science in
Construction Management (CIP15.1001)

Staff Presenter: Dr. Lenny Lock
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 (2013-14 through 2014-15) for the program be granted.
- 2) In this additional review period, the average annual new enrollment headcount will be at least 14.
- 3) In this additional review period, the program will meet a post-implementation condition of an average of 8 graduates.
- 4) That the institution will submit, no later than October 1, 2015, a second post-implementation report, demonstrating that the program met the post-implementation conditions for enrollments and graduates for the specified period.

Background: The Bachelor of Science in Construction Management was approved by the Commission on September 21, 2007.

The post-implementation report was submitted in December 2013. The program did not meet post-implementation conditions for enrollments or graduates. The program did meet conditions for employment, and the submission of an overall assessment of the program.

The program educates and trains graduates to have an in-depth understanding in reading and interpreting contract plans, specifications, contract documents, and regulatory and policy documents. Additionally, as examples, the program prepares graduates to estimate construction projects, utilize appropriate materials and methods, demonstrate knowledge of engineering principles as related to construction applicability, understand sequencing of construction activities, allocate resources, prepare bid documents, and perform computerized estimations.

The request is for a time extension as well as revision in the projected enrollment and graduation figures. The rationale for these requests are that the original projections were unreasonably high. Also, other contributing factors were that the initial program Director left the University for a position at another institution, marketing was an issue, and unanticipated faculty staffing and other resource considerations developed.

Supporting Documentation:

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

Summary of Report on Post-Implementation Conditions

Alabama A&M University

Program: Bachelor of Science in Construction Management (CIP15.1001)

Approved by Commission: September 2007

Proposed Implementation Date: January 2008

Actual Implementation Date: August 2008

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years beginning in 2008-09 will be at least 24.
2. That the annual average number of graduates for the Academic Years 2009-10 through 2012-13 will be at least 12.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

BS in Construction Management (CIP 15.1001)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	24	12	75%
Reported	14	4	89%

Condition 1: According to the report, the enrollment count benchmark was not met.

Condition 2: According to the report, the program did not meet the graduation post-implementation requirement. (It is noteworthy that the average number of graduates, or in the minor, for 2010-11 through 2012-13 was 5.7.)

Condition 3: Eighty-nine percent of the graduates are in graduate school or secured employment upon graduation.

Condition 4: Overall sufficient comment regarding the assessment of the program was provided.

DECISION ITEM G-3:

Request to Amend Post-Implementation Conditions:
The University of Alabama at Birmingham, Doctor of
Philosophy in Interdisciplinary Engineering (CIP14.9999)

Staff Presenter:

Dr. Lenny Lock
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 (2013-14 through 2014-15) for the program be granted.
- 2) In this additional review period, the average annual new enrollment headcount will be at least 6. [The enrollment figure remains the same as the original condition.]
- 3) In this additional review period, the program will meet a post-implementation condition of an average of 3 graduates.
- 4) That the institution will submit, no later than October 1, 2015, a second post-implementation report, demonstrating that the program met the post-implementation conditions for enrollments and graduates for the specified period.

Background:

The Doctor of Philosophy in Interdisciplinary Engineering was approved by the Commission on March 28, 2008.

The post-implementation report was submitted in August 2013. The program did not meet post-implementation conditions for enrollments and graduates. The program did meet conditions for employment and the submission of an overall assessment of the objectives of the program.

The program is unique in that it is interdisciplinary and includes two specializations: computational engineering and environmental health engineering. It is built upon past successful experience with interdisciplinary efforts. The program has a research based curriculum, with additional coursework directed by the student's Committee. The student must be cross-trained in two or more disciplines.

The request is for a time extension and that the graduation projection be reduced from 4 to 3. The rationale for maintaining the enrollments condition is that the trajectory has been increasing and publicity efforts are yielding increasing results. The request to reduce the graduation figure is premised upon the data revealing a high proportion of part-time working professionals and that a significant number of students matriculating into the program are coming from outside traditional engineering and physical sciences.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.
2. Unpublished post-implementation report and post-implementation extension request for The University of Alabama at Birmingham. 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 Alabama at Birmingham

Program: The University of Alabama at Birmingham, Doctor of Philosophy in Interdisciplinary Engineering (CIP14.9999)

Approved by Commission: March 2008

Proposed Implementation Date: August 2008

Actual Implementation Date: August 2008 (on schedule)

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years beginning in 2008-09 will be at least 6.
2. That the annual average number of graduates for the Academic Years 2008-09 through 2012-13 will be at least 4.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Doctor of Philosophy in Interdisciplinary Engineering (CIP14.9999)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	6	4	75%
Reported	4	2	100%

Condition 1: According to the report, the enrollment count benchmark was not met.

Condition 2: According to the report, the program did not meet the graduation post-implementation requirement.

Condition 3: One-hundred percent of the graduates have secured employment upon graduation.

Condition 4: The program has met the objectives and assessment measures as stated in the proposal.

DECISION ITEM G-4: Request to Amend Post-Implementation Conditions:
Faulkner State Community College, Associate in Applied
Science in Industrial Maintenance Technology
(CIP 47.0303)

Staff Presenter: Dr. Lenny Lock
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 (2013-14 through 2014-15) for the program be granted.
- 2) In this additional review period, the program will meet a post-implementation condition of an average of 12 graduates.
- 3) That the institution will submit, no later than October 1, 2015, a second post-implementation report, demonstrating that the program met the post-implementation condition for graduates.

Background: The Associate in Applied Science in Industrial Maintenance Technology was approved by the Commission on December 12, 2008.

The post-implementation report was submitted in March 2014. The program did not meet the post-implementation condition for graduates.

The program provides students with knowledge, skills, and attitudes necessary to enter and progress within industry as employees in the following settings: electrical technology, building construction, industrial electrical motors, automatic controllers, multi-skilled maintenance technician, and welding. More specifically, a key objective of the program is to provide employers with a pool of qualified, highly-skilled technicians that are able to install, maintain, set-up, and troubleshoot industrial equipment and systems.

The request is for a time extension to attain an average of 12 annual graduates. There is no change in the original condition of 12 graduates. The rationale in support of the request is that there has been an addition of new faculty and increased industry support. Faulkner also believes that these changes will facilitate increased retention.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.
2. Unpublished post-implementation report and post-implementation extension request for Faulkner State Community College. 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

Faulkner State Community College

Program: Associate Applied Science in Industrial Maintenance Technology
(CIP 47.0303)

Approved by Commission: December 2008

Proposed Implementation Date: January 2009

Actual Implementation Date: January 2009

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years beginning in 2009-10 will be at least 10.
2. That the annual average number of certificates and associate graduates for the Academic Years 2009-10 through 2012-13 will be at least 12.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Associate Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	10	12	75%
Reported	48	6	78%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: According to the report, the program did not meet the graduation post-implementation requirement.

Condition 3: Seventy-eight percent of the graduates are in graduate school or secured employment upon graduation.

Condition 4: Overall sufficient comment regarding the assessment of the program was provided. The process included a comprehensive program review.

DECISION ITEM G-5:

Request to Amend Post-Implementation Conditions:
Wallace State Community College – Selma, Associate in
Applied Science and Certificate in Industrial Maintenance
Technology (CIP 47.0303)

Staff Presenter:

Dr. Lenny Lock
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 (2013-14 through 2014-15) for the program be granted.
- 2) In this additional review period, the program will meet a post-implementation condition of an average of 12 graduates.
- 3) That the institution will submit, no later than October 1, 2015, a second post-implementation report, demonstrating that the program met the post-implementation conditions for graduates.

Background:

The Associate in Applied Science and Certificate in Industrial Maintenance Technology was approved by the Commission on June 27, 2008.

The post-implementation report was submitted in March 2014. The program did not meet the post-implementation condition for graduates.

The program provides students with theoretical and practical learning experiences thereby equipping students with the technical skills needed in a variety of industrial settings. More specifically, the program helps meet workforce needs by providing the manufacturing community with highly skilled maintenance technicians that are able to set-up, install, maintain, and troubleshoot industrial equipment and solutions.

The request is for a time extension to meet the revised number of average annual graduates. The rationale for the request is that some students had accepted employment before completing the program; students diverged from the planned curriculum and enrolled in general education at the end of the program; and some students, while having completed the coursework, did not apply for graduation. The College reports it is making procedural and work transfer changes to mitigate the factors that decrease the number of graduates.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.
2. Unpublished post-implementation report and post-implementation extension request for Wallace State Community College – Selma. 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

Wallace State Community College - Selma

Program: Associate Applied Science and Certificate in Industrial Maintenance Technology
(CIP 47.0303)

Approved by Commission: June 2008

Proposed Implementation Date: August 2008

Actual Implementation Date: January 2009 (additional time to hire an instructor)

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years beginning in 2009-10 will be at least 15.
2. That the annual average number of certificates and associate graduates for the Academic Years 2009-10 through 2012-13 will be at least 25.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Associate Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	15	25	75%
Reported	33	7	88%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: According to the report, the program did not meet the graduation post-implementation requirement.

Condition 3: Eighty-eight percent of the graduates are in graduate school or secured employment upon graduation.

Condition 4: Overall sufficient comment regarding the assessment of the program was provided. The process included a comprehensive program review.

DECISION ITEM G-6: Request to Amend Post-Implementation Conditions:
The University of Alabama in Huntsville, Bachelor of
Science in Earth Systems Science (CIP 40.9999)

Staff Presenter: Dr. Lenny Lock
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 (2013-14 through 2014-15) for the program be granted.
- 2) In this additional review period, the program will meet a post-implementation condition of an average of 11 graduates. (There is no change in this figure from the original condition, only a request for the additional review period.)
- 3) That the institution will submit, no later than October 1, 2015, a second post-implementation report, demonstrating that the program met the post-implementation condition for graduates for the specified period.

Background: The BS in Earth Systems Science was approved by the Commission on June 27, 2008.

The post-implementation report was submitted in August 2013. The program did not meet post-implementation conditions for graduates. The program did meet conditions for enrollment, employment, and the submission of an overall assessment of the program.

The program educates and trains professionals to have an in-depth understanding of the Earth as a system. The program objectives emphasize training highly skilled technically educated professionals to meet national, regional, and statewide needs; producing graduates able to perform a variety of functions in research and industry; producing graduates who provide expertise in addressing Earth Science impact considerations; and linking learning outcomes to hands-on real-world research experiences.

The request is for a time extension; not a revision in the projected graduation figure. The basis of the request is the steadily risen enrollments, which exceeded the condition, are anticipated to lead to successfully attaining the graduation projection (N=11).

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Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.
2. Unpublished post-implementation report and post-implementation extension request for The University of Alabama in Huntsville. 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 Alabama in Huntsville

Program: The University of Alabama in Huntsville, BS in Earth Systems Science
(CIP 40.9999)

Approved by Commission: June 2008

Proposed Implementation Date: August 2008

Actual Implementation Date: August 2008 (on schedule)

Post-Implementation Conditions:

- 1) That the annual average new enrollment headcount for the first five years beginning in 2008-09 will be at least 10, based on the proposal.
- 2) That the annual average number of graduates for the Academic Years 2011-12 through 2012-13 (two-year average) will be at least 11, based on the proposal.
- 3) That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

BS in Earth Systems Science (CIP 40.9999)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	10	11	75%
Reported	14	9	91%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: The program did not meet the graduation post-implementation requirement.

Condition 3: Ninety-one percent of the graduates are in graduate school or secured employment upon graduation.

Condition 4: Overall assessment of the program was provided. Data demonstrated that the four key program objectives and five student learning outcomes were met. Student capstone, regular curriculum committee reviews, and other evaluative measures were used in making this determination.

DECISION ITEM H: Public Drawing to Determine the Order of Payment of Alabama Student Grant Program (ASGP) Funds for the 2014-2015 Academic Year

Staff Presenter: Mrs. Cheryl Newton
Grants Coordinator

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

Background: Chapter 300-4-.04 of the Alabama Student Grant Program Regulations states the order in which institutions will be issued Fall term checks shall be determined by a random and public drawing of institutions. Pursuant to the regulations, sealed envelopes with the names of the institutions which have declared their intentions to apply for participation in the ASGP for the 2014-2015 academic year have been provided to the Commission Chairman, Mr. Linn, in order for the drawing to be held.

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

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

INFORMATION ITEM 1: The University of Alabama at Birmingham,
Establishment of the UAB Hudson-Alpha Center for
Genomic Medicine

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The University of Alabama at Birmingham (UAB) has submitted plans to the Commission to establish the UAB Hudson-Alpha Center for Genomic Medicine.

According to information submitted by UAB, the new research center will be dedicated to genomic technologies, research and applications. The center will also offer research and education programs (non-credit) in genomics and genetics as well as partnerships with the biotechnology industry. The center will not award academic credit to students, therefor not requiring Commission approval.

Supporting Documentation:

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

INFORMATION ITEM 2: The University of Alabama at Birmingham,
Establishment of the Institute for Human Rights

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The University of Alabama at Birmingham (UAB) has submitted plans to the Commission to establish the Institute for Human Rights. The institute will not award academic credit to students, therefore not requiring Commission approval.

According to information submitted by UAB, the mission of the institute will be to provide, foster, and promote research, educational, and outreach activities that focus on the extension of human rights around the globe, and to study and respond to human rights violations wherever they are found.

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 Alabama at Birmingham. Available upon request.

INFORMATION ITEM 3: The University of Alabama in Huntsville, Establishment of a Joint MS in Chemical Engineering Program with the Shanghai Institute of Technology, People's Republic of China

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The University of Alabama in Huntsville (UAH) has informed the Commission of the intent to establish a joint MS in Chemical Engineering with the Shanghai Institute of Technology, People's Republic of China. The program, to be totally delivered in China, will produce graduates who are high-quality, skillful and competent engineers, by adopting advanced teaching systems and models, and by making use of resources and expertise from both sides.

The degree program is based upon and identical to UAH's existing MS in Chemical Engineering. The curriculum is already established and no new courses are proposed. The UAH faculty will deliver 40 percent of the teaching load, and the Shanghai Institute of Technology faculty will deliver 60 percent of the teaching load.

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.

<u>INFORMATION ITEM 4:</u>	<u>The University of North Alabama, Establishment of the UNA Social & Behavioral Sciences Research Center</u>
<u>Staff Presenter:</u>	Ms. Margaret Pearson Academic Program Review Analyst
<u>Staff Recommendation:</u>	For information only.
<u>Background:</u>	<p>The University of North Alabama (UNA) has submitted plans to the Commission to establish the UNA Social & Behavioral Sciences Research Center. The research center will not award academic credit to students, therefore not requiring Commission approval.</p> <p>According to information submitted by UNA, the purpose of the new research center is to promote, enhance, and facilitate research in the social and behavioral sciences at UNA and the surrounding community. The research center will recruit faculty from a wide variety of disciplines at UNA to establish a multidisciplinary, collaborative research community.</p>
<u>Supporting Documentation:</u>	<ol style="list-style-type: none">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 Alabama at Birmingham. Available upon request.

INFORMATION ITEM 5: The University of Montevallo and the Cumberland School of Law at Samford University, Dual 3+3 Degree Program Related to Baccalaureate in Political Science or History and Law Degree

Staff Presenter: Dr. Lenny Lock
Director of Instruction and Special Projects

Staff Recommendation: For information only.

Background: The University of Montevallo (UM) has informed the Commission of the intent to offer a dual “3 + 3” degree program with the Cumberland School of Law at Samford University of Birmingham. The program is intended to provide students at UM the opportunity to complete a baccalaureate and a law degree in six years. The program will commence with Political Science and History students who wish to pursue a career in law. Students who complete their general education and major requirements in three years with an acceptably high grade point average may then apply to the Cumberland School of Law at Samford University and transfer back the credits they earn in their first year of law school as electives that will satisfy the remaining baccalaureate requirements at UM.

A formal Memorandum of Understanding between the two institutions will specify the plan of study for both degrees and the criteria for admission to the Cumberland School of Law. The program will be monitored and reviewed regularly to ensure the quality of the experience for the students.

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.

INFORMATION ITEM 6: The University of North Alabama, Addition of a Traditional and Alternative Class A Teaching Certificate in Spanish to the Existing M.A. in Ed. in Secondary Education, CIP 13.1205

Staff Presenter: Dr. Lenny Lock
Director of Instruction and Special Projects

Staff Recommendation: For information only.

Background: The University of North Alabama has notified the Commission that that it is in the process of obtaining approval from the State Department of Education to begin offering a certificate option in Spanish under the existing M.A. in Ed. Secondary Education. This concentration will be reported under CIP 13.1205, Secondary Education and Teaching.

According to the information submitted by the University of North Alabama College of Education, the option is intended to provide intensive study in pedagogy for candidates who have demonstrated the requisite content field knowledge. The Class A Traditional program will require 33 semester hours and the Alternative Class A program will require 45 semester hours.

According to the Commission's operational definitions, new teacher certification programs are exempt from Commission review and approval but are required to be submitted to the Commission as information items. No entry will be added to the Commission's Academic Program Inventory as a result of the SDE approval of this new teacher education certificate. If a certification approved by SDE requires the addition of a new degree program, which will be added to the Commission's Inventory, and identified in the institution's catalog or other publications, Commission review and approval as a new academic program is required.

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.

INFORMATION ITEM 7: The University of South Alabama, Addition of a Class B Teaching Certificate to the Existing Master of Education . in Secondary Education, CIP 13.1205

Staff Presenter: Dr. Lenny Lock
Director of Instruction and Special Projects

Staff Recommendation: For information only.

Background: The University of South Alabama has notified the Commission that that it has recently received approval from the State Department of Education (SDE, March 12, 2014 action item G.2.h.) to begin offering certificate options under the existing M.Ed. in Secondary Education. The certificates will be reported under CIP 13.1205, Secondary Education and Teaching.

According to the information submitted by the University of South Alabama College of Education, the options are intended to provide intensive study in pedagogy for candidates who have demonstrated the requisite content field knowledge. The options allow graduates with a bachelor's degree in one of the specified content fields to obtain a master's degree and a Class B teaching certificate. The programs will require 30 semester hours with 24 of those hours in common with the existing M.Ed. The new options are as follows: Biology, Chemistry, English Language Arts, French, General Science, German, Mathematics, Physics, Spanish, and Social Studies. The teaching field component will be satisfied by the respective undergraduate major.

According to the Commission's operational definitions, new teacher certification programs are exempt from Commission review and approval but are required to be submitted to the Commission as information items. No entry will be added to the Commission's Academic Program Inventory as a result of the SDE approval of this new teacher education certificate. If a certification approved by SDE requires the addition of a new degree program, which will be added to the Commission's Inventory, and identified in the institution's catalog or other publications, Commission review and approval as a new academic program is required.

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.

INFORMATION ITEM 8:

Changes to the Academic Program Inventory

Staff Presenter:

Ms. Margaret Pearson
Academic Program Review Analyst

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.

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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.

University of Alabama joint w/UAB	13.0401	Educational Administration, PhD [Deleted at the request of the institution]
Troy University	52.1601	Taxation, MTx [Deleted at the request of the institution]

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.

Alabama A&M University	14.9999	Material Engineering, MEng <u>Systems & Materiel Engineering</u>
University of Alabama at Birmingham	50.0604 <u>50.0509</u>	<u>Musical Theatre, BFA</u>

C. Programs Placed on Inactive Status

None.

INFORMATION ITEM 9: 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:

Alabama State University

Graduate Certificate in Media Account Executive

The proposed 12 credit hour graduate certificate will focus on preparing students to become successful media account executives who can utilize the fundamentals, processes and methods of advertising and sales in radio, television, newspaper and magazine industries. Additionally, the certificate will enhance the quality of the students' professional practice through advanced training in media advertising and sales by participating in internships at local radio stations, television stations, newspaper and magazines.

Athens State University

Certificate in Marketing

This 15 credit hour certificate is designed to provide individuals with the knowledge necessary to obtain a marketing related job. It considers the four components of marketing: product and or services, pricing, placement and promotion, and reviews how ethics can be applied to marketing. The certificate will address marketing from the standpoint of understanding marketing principles, and how they are applied in real world situations, and how marketing principles can be used personally.

Certificate in Children's Advocacy Studies Training (CAST)

The proposed 10 credit hour certificate focuses on developing learners' understanding of the various factors that lead to child maltreatment, and of various existing responses to incidents of child maltreatment, in order that they may work more effectively within various systems and institutions that respond to these incidents. The curriculum will concentrate on experimental, interdisciplinary, ethical and culturally sensitive

content that would provide professional working with children a common knowledge base for responding to child maltreatment.

SAP Student Achievement Recognition Certificate

Consisting of 9 credit hours, this certificate will prepare students to use enterprise-wide computer software systems to manage the resources and information of an organization. Certificate completers will understand how SAP Enterprise Resource Planning (ERP) systems are used to manage accounting, human resources, sales and distribution, operation, supply chain, and other business functions.

Certificate in Logistics and Supply Chain Management

The objective of this 15 credit hour certificate is to prepare students for a variety of career opportunities as logisticians, supply chain specialists, distribution managers, operations analysts, and inventory managers including positions in both the private and public sectors.

Certificate in Acquisition and Contract Management

The objective of the proposed 15 credit hour certificate is to provide students with knowledge of the acquisition and contracting processes to include the purchasing of goods and services, pricing, negotiating of contracts, administration of contracts, contract law, and responsibilities from contract award to termination of the contract.

University of Alabama in Huntsville

Graduate Certificate in Autism Spectrum

The graduate certificate will consist of 15 credit hours (5 courses) and will be instrumental in meeting the training needs of teachers and non-education professionals who work with individuals with autism spectrum disorder. Additionally, the certificate will provide professional education to expand the skills of employees in the workforce.

University of North Alabama

College of Business Study Abroad Undergraduate Certificate

This is a one semester 15 credit-hour study abroad certificate program with a focus on a specific skill or area of emphasis within the disciplines housed in the College of Business. This program is open to only students from UNA global partner schools that come to UNA from their home university for one fall or spring semester. Targeted students are those with sophomore status and with TOEFLIBT79 or ELTS 6.0. The students will be majors that are the same as or related to the certificate area of emphasis or English major at their home university.

Certificate in Applied Behavior Analysis

Consisting of 12 semester hours, the proposed certificate prepares students with the academic instruction required by the Behavior Analyst Certification Board to be eligible to take the Board Certified Assistants Behavior Analyst (BCaBA) Examination. Additional requirements for eligibility to take the BCaBA exam include an undergraduate or graduate degree in an approved field (e.g. psychology, education, social work) and supervised fieldwork. Fieldwork is not a requirement of the department's certificate program and must be obtained independently.

Graduate Certificate in Project Management

Consisting of 15 semester hours of graduate credit, this certificate is designed for professionals wishing to increase their job skills through knowledge of formal project management methodology as demonstrated through a mastery of the Project Management Institute's Project Management Body of Knowledge (PMBOK)

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 10: Summary of Post-Implementation Reports

Staff Presenter: Dr. Lenny Lock
Director of Instruction and Special Projects

Staff Recommendation: For information only.

Background: Programs that did not meet post-implementation conditions:

- Alabama A&M University, Bachelor of Science in Construction Management (CIP 15.1001) *[A request for an additional post implementation review period is on the agenda as a decision item]*
- Alabama A&M University, Master of Engineering in Materiel Engineering (CIP 14.9999) *[A request for an additional post implementation review period is on the agenda as a decision item]*
- Faulkner State Community College, Associate in Applied Science in Industrial Maintenance Technology (CIP 47.0303) *[A request for an additional post implementation review period is on the agenda as a decision item]*
- The University of Alabama at Birmingham, Doctor of Philosophy in Interdisciplinary Engineering (CIP 14.9999) *[A request for an additional post implementation review period is on the agenda as a decision item]*
- The University of Alabama in Huntsville, BS in Earth Systems Science (CIP 40.9999) *[A request for an additional post implementation review period is on the agenda as a decision item]*
- Wallace State Community College – Selma, Associate in Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303) *[A request for an additional post implementation review period is on the 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]**

Not Meeting Conditions:

Alabama A&M University (2013 Report)

- Program: Bachelor of Science in Construction Management (CIP 15.1001)

Approved by Commission: September 2007

Proposed Implementation Date: January 2008

Actual Implementation Date: August 2008

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years beginning in 2008-09 will be at least 24.
2. That the annual average number of graduates for the Academic Years 2009-10 through 2012-13 will be at least 12.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

BS in Construction Management (CIP 15.1001)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	24	12	75%
Reported	14	4	89%

Condition 1: According to the report, the enrollment count benchmark was not met.

Condition 2: According to the report, the program did not meet the graduation post-implementation requirement. (It is noteworthy that the average number of graduates, or in the minor, for 2010-11 through 2012-13 was 5.7.)

Condition 3: Eighty-nine percent of the graduates are in graduate school or secured employment upon graduation.

Condition 4: Overall sufficient comment regarding the assessment of the program was provided.

Not Meeting Conditions:

Alabama A&M University (2013 Report)

- Program: Master of Engineering in Materiel Engineering (CIP 14.9999)

Approved by Commission: September 2007

Proposed Implementation Date: January 2008

Actual Implementation Date: August 2009

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the initial five years beginning in 2008-09 will be at least 31.
2. That the annual average number of graduates for the Academic Years 2009-10 through 2012-13 will be at least 15.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Master of Engineering in Materiel Engineering (CIP 14.9999)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	31	15	75%
Reported	8	3	83%

Condition 1: According to the report, the enrollment count benchmark was not met.

Condition 2: According to the report, the program did not meet the graduation post-implementation requirement. It should be noted that the University has expressly acknowledged not having met the graduation viability requirement to this juncture, and has set as a condition, 5 graduates in this new request.

Condition 3: Eighty-three percent of the graduates are in graduate school or secured employment upon graduation.

Condition 4: Overall sufficient comment regarding the assessment of the program was provided. Information on the graduation rate of those students who had baccalaureate degrees in disciplines other than engineering was provided.

Not Meeting Conditions:

Faulkner State Community College (2014 Report)

- Program: Associate Applied Science in Industrial Maintenance Technology (CIP 47.0303)

Approved by Commission: December 2008

Proposed Implementation Date: January 2009

Actual Implementation Date: January 2009

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years beginning in 2009-10 will be at least 10.
2. That the annual average number of certificates and associate graduates for the Academic Years 2009-10 through 2012-13 will be at least 12.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Associate Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	10	12	75%
Reported	48	6	78%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: According to the report, the program did not meet the graduation post-implementation requirement.

Condition 3: Seventy-eight percent of the graduates are in graduate school or secured employment upon graduation.

Condition 4: Overall sufficient comment regarding the assessment of the program was provided. The process included a comprehensive program review.

Not Meeting Conditions:

The University of Alabama at Birmingham (2013 Report)

- Program: The University of Alabama in Birmingham, Doctor of Philosophy in Interdisciplinary Engineering (CIP 14.9999)

Approved by Commission: March 2008

Proposed Implementation Date: August 2008

Actual Implementation Date: August 2008 (on schedule)

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the initial five years commencing in 2008-09 will be at least 6.
2. That the annual average number of graduates for the Academic Years 2008-09 through 2012-13 will be at least 4.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Doctor of Philosophy in Interdisciplinary Engineering (CIP 14.9999)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	6	4	75%
Reported	4	2	100%

Condition 1: According to the report, the enrollment count benchmark was not met.

Condition 2: According to the report, the program did not meet the graduation post-implementation requirement.

Condition 3: One-hundred percent of the graduates have secured employment upon graduation.

Condition 4: The program has met the objectives and assessment measures as stated in the proposal.

Not Meeting Conditions:

The University of Alabama in Huntsville (2013 Report)

- Program: The University of Alabama in Huntsville, BS in Earth Systems Science (CIP 40.9999)

Approved by Commission: June 2008

Proposed Implementation Date: August 2008

Actual Implementation Date: August 2008 (on schedule)

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years beginning in 2008-09 will be at least 10, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2011-12 through 2012-13 (two-year average) will be at least 11, based on the proposal.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

BS in Earth Systems Science (CIP 40.9999)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	10	11	75%
Reported	14	9	91%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: The program did not meet the graduation post-implementation requirement.

Condition 3: Ninety-one percent of the graduates are in graduate school or secured employment upon graduation.

Condition 4: Overall assessment of the program was provided. Data demonstrated that the four key program objectives and five student learning outcomes were met. Student capstone, regular curriculum committee reviews, and other evaluative measures were used in making this determination.

Not Meeting Conditions:

Wallace State Community College – Selma (2014 Report)

- Program: Associate Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)

Approved by Commission: June 2008

Proposed Implementation Date: August 2008

Actual Implementation Date: January 2009 (additional time to hire an instructor)

Post-Implementation Conditions:

1. That the annual average new enrollment headcount in the first five years beginning in 2009-10 will be at least 15.
2. That the annual average number of certificates and associate graduates for the Academic Years 2009-10 through 2012-13 will be at least 25.
3. That a follow-up survey will be conducted after the first five years that will show that at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Associate Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)	New Enrollment Headcount	Graduates	Percentage of Graduates Employed in Field
Required	15	25	75%
Reported	33	7	88%

Condition 1: According to the report, the enrollment count benchmark was met.

Condition 2: According to the report, the program did not meet the graduation post-implementation requirement.

Condition 3: Eighty-eight percent of the graduates are in graduate school or secured employment upon graduation.

Condition 4: Overall sufficient comment regarding the assessment of the program was provided. The process included a comprehensive program review.

INFORMATION ITEM 11: Implementation of Approved Programs

Staff Presenter: Dr. Lenny Lock
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 institution has sent notification that the programs listed have been implemented.

Troy University

Program: Master of Social Science, M.S.Sc., CIP 45.0101
Approval date: September 13, 2013
Implementation date: August 2014 (on schedule)
Post-implementation report date: September 1, 2019.

Program: Master of Arts in History, M. A. History, 54.0101
Approval date: September 13, 2013
Implementation date: August 2014 (on schedule)
Post-implementation report date: September 1, 2019

Program: Master of Social Work, M.S.W., 44.0701
Approval date: December 7, 2012
Implementation date: August 2014 (on schedule)
Post-implementation report date: September 1, 2019

Program: Master of Science in Biomedical Sciences, M.S. Biomedical Sciences, 26.9999
Approval date: September 13, 2013
Implementation date: August 2014 (on schedule)
Post-implementation report date: September 1, 2019

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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 12: 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.

Gadsden State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Health Information Technology	51.0707

Lawson State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Cosmetology (Hairstyling)	12.0401

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 I3: Distribution of 2014-2015 Alabama Student Assistance Program (ASAP) Funds

Staff Presenter: Mrs. Cheryl Newton
Grants Coordinator

Staff Recommendation: For information only.

Background: Due to the elimination of the Federal Leveraging Educational Assistance Partnership (LEAP) Program, the Alabama Student Assistance Program is funded through state appropriations only.

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

The ASAP distribution schedule used for the ASAP complies with the procedure outlined in the Alabama Student Assistance Program Regulations and Commission policy approved on August 21, 1987. Following these guidelines, ACHE staff has compiled the 2014-2015 ASAP Distribution Schedule.

Because most institutions in Alabama have converted from the quarter to the semester system, there will be insufficient funds in January to process second term payments – the normal time for making second term payments. For this reason, second term payments cannot be made until July, 2015 – well after the completion of the second semester.

Supporting Documentation:

1. ASAP distribution policy approved by the Commission on August 21, 1987 (available upon request).
2. 2014-2015 Alabama Student Assistance Program Institutional Distribution of State Funds (available upon request).

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