

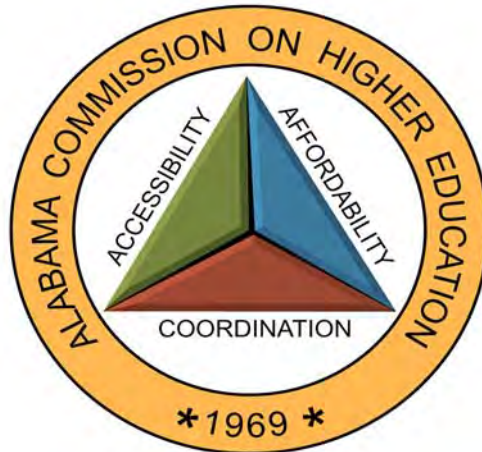


Alabama Commission on Higher Education
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ALABAMA COMMISSION ON HIGHER
EDUCATION

COMMISSION MEETING

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



September 11, 2015
10:00 a.m.





AGENDA

ALABAMA COMMISSION ON HIGHER EDUCATION

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

September 11, 2015
10:00 a.m.

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ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING

June 12, 2015

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, June 12, 2015 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Linn called the meeting to order at 10:00 a.m.

Commissioner Linn welcomed presidents, institutional representatives, and guests. He also welcomed former Commissioner Jeff Coleman and the newest Commissioner Charles Buntin.

II. Roll Call of Members and Determination of Quorum

Members present: Andrew Linn, Charles Ball, Charles Sanders, Patricia McGriff, Karen Calametti, Larry Hughes, Sydney Raine, Stan Pylant, William Powell and Missy Smith. Members absent: Darius Foster and William Jones. A quorum was determined by roll call of members present.

III. Approval of Agenda

There were two amendments to the agenda: Item IX-A.10 title should read Bachelor of Science in Business Administration in International Studies. Addition of Item IX E: Amendment to the Administrative Procedures for the Alabama National Guard Educational Assistance Program.

RESOLVED: Commissioner Hughes moved for approval of the agenda with amendments. Commissioner Ball seconded. Motion carried. The agenda was approved as amended.

IV. Consideration of Minutes of March 20, 2015

RESOLVED: Commissioner Raine moved for approval of the March 20, 2015 minutes. Commissioner Ball seconded. Motion carried. The minutes were approved.

V. Chairman's Report

On behalf of the Commission on Higher Education, Commissioner Drew Linn presented resolutions to Dr. William Meehan, President of Jacksonville State University and to Commissioners Missy Ming Smith and William Powell for their service and dedication to the Commission. The Resolutions were read and will become a part of the official minutes of the Alabama Commission on Higher Education. Copies are attached.

Dr. Meehan and Commissioners Smith and Powell thanked the Commission for the recognition.

VI. Executive Director's Report

Dr. Fitch deferred to Commissioner Hughes who, on behalf of the members of the Commission, presented a Resolution to Commissioner Linn for his service as chair and as a member of the Commission. The Resolution was read and will become a part of the official minutes. A copy is attached.

VII. Nominating Committee Report

On behalf of the Nominating Committee (Commissioners Powell, Calamettie, Smith), Commissioner Powell recommended that Commissioner Larry Hughes serve as Chair and Commissioner Charles Ball serve as Vice-chair.

RESOLVED: Commissioner Powell moved to accept the Nominating Committee's recommendation. Commissioner Raine seconded. The Nominating Committee's recommendation was accepted.

VIII. Receive Status Report: State Plan for Higher Education 2009-2014

RESOLVED: Commissioner Hughes moved that the Commission accept the Status Report for the State Plan for Higher Education 2009-2014 as mailed. Commissioner Calametti seconded. The report was accepted as mailed.

IX. Decision Items

A. Academic Programs

1. Auburn University, Master of Science in Natural Resources (CIP 03.0101)

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 Sanders seconded. Motion passed.

2. Auburn University at Montgomery, Master of Science in Geographic Information Systems (CIP 45.0702)

Dr. Lenny Lock 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 Calametti seconded. Motion passed.

3. Athens State University, Master of Arts in Religious Studies (CIP 38.0201)

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 McGriff seconded. Motion passed.

4. University of Alabama in Huntsville, Master of Arts in Teaching (CIP 13.1205)

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 Powell seconded. Motion passed.

5. University of North Alabama, Master of Arts in Public History (CIP 54.0105)

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 McGriff seconded. Motion passed.

6. Lawson State Community College, Associate in Applied Science and Certificate in Media Production (CIP 10.0202)

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

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

7. Wallace State Community College-Selma, Associate in Applied Science and Certificate in Health Information Technology (CIP 51.0707)

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 passed.

8. Faulkner State Community College, Associate in Applied Science in Animation, Interactive Technology, Video Graphics & Visual Effects (CIP 10.0304)

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

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

9. Auburn University at Montgomery, Bachelor of Science in Geographic Information Systems (CIP 45.0702)

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

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

10. Auburn University at Montgomery, Bachelor of Science in Business Administration in International Studies (CIP 52.1101)

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

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

11. University of Alabama in Huntsville, Bachelor of Science in Early Childhood Education/Early Childhood Special Education (CIP 13.1015)

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 passed.

12. University of South Alabama, Bachelor of Science in Educational Studies (CIP 13.9999)

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 passed.

13. University of North Alabama, Bachelor of Arts/Bachelor of Science in Earth Systems Sustainability (CIP 30.3301)

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 Pylant seconded. Motion passed.

14. Beville State Community College, Associate in Applied Science and Certificate in Industrial Mechanics and Maintenance Technology (CIP 47.0303)

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

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

15. Beville State Community College, Associate in Applied Science and Certificate in Instrumentation Technology Technician (CIP 15.0404)

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

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

16. Drake State Community & Technical College, Associate in Applied Science and Certificate in Advanced Manufacturing Technology (CIP 15.0613)

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 Hughes seconded. Motion passed.

17. Change in Instructional Role Matrix: Trenholm State Technical College

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

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

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

1. Bishop State Community College, Addition of Primary/Secondary Specialty Area Combinations to the Existing Associate in Occupational Technologies Program

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 passed.

2. Auburn University at Montgomery, Addition of Options in Global Economics and Political Economy to the Existing BSBA in Business Economics (CIP 52.0601)

Dr. Lenny Lock 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 Sanders seconded. Motion passed.

3. University of North Alabama, Addition of a Concentration in Category Management to the Existing BBA in Professional Marketing (CIP 52.1401)

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 Sanders seconded. Motion passed.

4. University of North Alabama, Addition of Concentrations in Innovative Economic Development and Human Resource Management to the Existing MBA (CIP 52.0201)

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 Hughes seconded. Motion passed.

5. University of Alabama at Birmingham, Addition of Concentrations in Finance, Health Services, Marketing, and Management Information Systems to the Existing MBA in Business Administration (CIP 52.0201)

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 McGriff seconded. Motion passed.

6. Lawson State Community College, Addition of Primary/Secondary Specialty Area Combinations to the Existing Associate in Occupational Technologies Program

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 Sanders seconded. Motion passed.

7. University of West Alabama, Addition of a Track in Sports Communication to the Existing BA/BS in Integrated Marketing Communications (CIP 09.0199)

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 Sanders seconded. Motion passed.

8. University of West Alabama, Addition of a General Option to the BA/BS in Interdisciplinary Studies (CIP 30.0000)

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

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

9. University of West Alabama, Addition of a Clinical Concentration to the MS in Experimental Psychology (CIP 42.2704)

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 Sanders seconded. Motion passed.

10. University of Alabama, Addition of Tracks in Community Nutrition and Clinical Nutrition to the Existing MSHES in Human Environmental Sciences (CIP 19.0101)

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

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

11. University of Alabama, Addition of a Consumer Specialization to the Existing BACom in Advertising (CIP 09.0903)

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 Sanders seconded. Motion passed.

12. University of Alabama, Addition of Options in Nonprofit Communication Management, Sport and Entertainment Communication Management, and Technological and Digital Communication Management to the Existing BACom in Public Relations (CIP 09.0902)

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 Pylant seconded. Motion passed.

C. Non-Exempt Off-Campus Sites

1. Jefferson State Community College, New Off-Campus Site: Boaz High School

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 Sanders seconded. Motion passed.

2. Shelton State Community College, New-Off-Campus Site: Demopolis Higher Education Center

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 Calametti seconded. Motion passed.

D. Request to Amend Post-Implementation Conditions

1. Northwest Shoals Community College, Certificate in Automotive Service Technology (CIP 47.0604)

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 Pylant seconded. Motion passed.

2. University of Alabama at Birmingham, Executive Doctor of Science in Administration-Health Services (CIP 51.0701)

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 Sanders seconded. Motion passed.

3. University of Alabama at Birmingham and the University of Alabama, Shared Bachelor of Arts in African-American Studies (CIP 05.0201)

Dr. Lenny Lock 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 Sanders seconded. Motion passed.

E. 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 Raine moved that the Commission accept the staff recommendation for approval. Commissioner Hughes seconded. Motion passed.

IX. Information Items

RESOLVED: Commissioner Ball moved that the Commission accept Information Items 1 through 13. Commissioner Hughes seconded. Motion passed.

1. Auburn University, Change in the Name of the Department of Geology and Geography to the Department of Geosciences
2. Auburn University, Establishment of a University College
3. Alabama Department of Postsecondary Education, Statement of Intent to Change Trenholm State Technical College from Technical College to Community College Instructional Role
4. Changes to the Academic Program Inventory
5. Implementation of Non-Degree Programs at Senior Institutions

6. Implementation of New Short Certificate Programs (Less Than 30 Semester Hours)
7. Implementation of Distance Education Programs
8. Implementation of Approved Programs
9. Summary of Post-Implementation Reports

Commissioner Missy Ming Smith made the following comments:

"I want to apologize for earlier using a gender specific noun. But I walked into a newsroom now 40 years ago. It was a lonely place for a woman. As I look around this room today, and this Commission, I want to express my thanks for all of the effort and commitment that has led to the invaluable diversity that is now present in this room to represent all the citizens of the state of Alabama. I thank you and keep up the good work".

X. Adjournment

The meeting was adjourned at 11:25 a.m. The next meeting of the Commission is scheduled for September 11, 2015.

Drew Linn, Chairman

Sworn to and subscribed before
me this the ____ day of _____
2015.

Gregory G. Fitch, Executive Director

Notary Public

DECISION ITEM A: Fiscal Year 2015-16 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 2015-16 Operating Plan.

Background: The purpose of the Operations Plan is to ensure that the objectives of the Legislature's FY 2016 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 31, 2015, was submitted in draft form pending approval of the Commission.

In Fiscal Year 2015-16, the Commission's total budget will be \$23,274,246. This is an increase of \$1,701,960 which is reflected below:

Articulation and General Studies	(400,000)
Alabama Agricultural Land Grant Alliance	200,000
ACHE Planning and Coordination (O &M)	150,000
AL Educational Grants Program	1,500,000
Teacher Education Scholarship Program	(100,000)
Washington Center Internship Program	(23,040)
Resource Conservation and Development	100,000
Forestry Foundation Black Belt Initiative	50,000
Motorsports Hall of Fame	150,000
AL Student Assistance Program (Knight)	(25,000)
Soil and Water Conservation Committee	100,000

Total **\$1,701,960**

As for sources of revenue, in the coming fiscal year, approximately 91.0% of the Commission's funds come from the state's Education Trust Fund, 8.0% from the federal government, and 1.0% from local funds. In FY 2015-16, 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 2015-16 Operations Plan. Entire Document. Available upon request.

EBO FORM NO. 8
REVISION NO.:
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	XXXXXXXXXX

CODE EXPENDITURES BY
NO. MAJOR OBJECT:

01	PERSONNEL COSTS	776,347	612,798	619,373	519,207	2,527,725
02	EMPLOYEE BENEFITS	225,109	191,881	193,456	181,715	792,161
03	TRAVEL-IN-STATE	7,658	4,929	6,079	8,225	26,891
04	TRAVEL-OUT-OF-STATE	14,000	1,000	6,250	1,000	22,250
05	REPAIRS AND MAINTENANCE	1,250	250	250	650	2,400
06	RENTALS & LEASES	120,636	105,320	107,636	112,136	445,728
07	UTILITIES & COMMUNICATIONS	12,800	11,250	11,250	13,300	48,600
08	PROFESSIONAL SERVICES	58,600	31,650	18,784	67,868	176,902
09	SUPPLIES & OPERATIONS	80,918	40,365	39,615	67,349	228,247
10	TRANSPORTATION EXPENSES	1,300	1,500	1,500	2,700	7,000
11	GRANTS, BENEFITS & CLAIMS	5,879,519	4,362,386	4,359,238	4,377,699	18,978,842
12	CAPITAL OUTLAY					
13	TRANSPORTATION PURCHASES					
14	OTHER EQUIPMENT PURCHASES	3,500			14,000	17,500
15	DEBT SERVICE					
16	NON-EXPENDITURE DISB.					
TOTAL EXPENDITURES		7,181,637	5,363,329	5,363,431	5,365,849	23,274,246

SOURCE OF FUNDS

FUND NO.	FUND NAME					
403	FUNDS BROUGHT FWD(FEDERAL)	716,783				716,783
754	FUNDS BROUGHT FWD (TSPAT)					
200	ETF	5,464,137	5,316,829	5,316,931	5,319,349	21,417,246
403	FEDERAL AND LOCAL	1,000,717	46,500	46,500	46,500	1,140,217
458	AGSLP					
1160	FUNDS BROUGHT FWD(MONITOR)					
778	SALS					
200	COLA SALARY INCREASE					
1170	AL STUDENT ASSISTANCE KNIGHT					

TOTAL SOURCE OF FUNDS	7,181,637	5,363,329	5,363,431	5,365,849	23,274,246
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EBO USE ONLY

DATE:

APPROVED:

A:

DATE:

Gregory A. Zitar
30 July 15

DECISION ITEM B: Approval of 2016 Meeting Schedule

Staff Presenter: Tim Vick
Director of Operations and Fiscal Services

Staff Recommendation: That the Commission approve the proposed meeting schedule for 2016.

Proposed Meeting Schedule for 2016

March 11, 2016
June 10, 2016
September 9, 2016
December 9, 2016

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: Memorandum of Understanding Between the State Reciprocity Committee and the Alabama Commission on Higher Education Regarding the Establishment and Oversight of a SARA Portal Agency

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

Staff Recommendation: That the Commission approve the proposed Memorandum of Understanding (MOU).

Background: The proposed MOU is between the State Reciprocity Committee and the Alabama Commission on Higher Education. The purpose of the MOU is to establish and provide procedures to maintain a State Authorization Reciprocity Agreement (SARA) compliant portal agency. It is the intent of this agreement to satisfy all requirements of Alabama ACT 2015-122 and all requirements as specified by SARA Policies and Standards dated January 7, 2015.

Supporting Documentation: “Memorandum of Understanding Between the State Reciprocity Committee and the Alabama Commission on Higher Education Regarding the Establishment of Oversight of a SARA Portal Agency”. See Attachment One.

**Memorandum of Understanding
Between the
State Reciprocity Committee and
The Alabama Commission on Higher Education
Regarding the Establishment and Oversight of a SARA Portal Agency**

This memorandum of understanding (MOU) is made by and between the State Reciprocity Committee and the Alabama Commission on Higher Education (ACHE) (collectively referred to as “parties”) hereby acknowledge and agree as follows:

Project Description

Both parties desire to enter into an MOU to establish and provide procedures to maintain a State Authorization Reciprocity Agreement (SARA) compliant Portal Agency. It is the responsibility of the State Reciprocity Committee to select and oversee the activities of the SARA Portal Agency (SB 159, Section 2, (f) page 12). It is the intent of this agreement to satisfy all requirements of Alabama ACT 2015-122 and all requirements as specified by SARA Policies and Standards dated January 7, 2015.

Mutual Points of Understanding

The Alabama Commission on Higher Education will establish and provide for the opening of a functioning Alabama SARA Portal Agency within three months of the date of signature for this document. This requirement acknowledges that full operational approval of the portal agency by SARA may not have been achieved by this deadline but will be pursued by the portal agency as a priority.

Duties of the SARA Portal Agency:

- A. Serve as the point of contact for all other SARA member states and their agencies for questions about SARA within Alabama;
- B. Determine whether an institution in Alabama is eligible for participation in SARA, and lead any investigations regarding whether an institution is in compliance with current SARA rules and policies. This includes assessing institutional quality, institutional financial responsibility, and consumer protection using SARA guidelines and standards;
- C. Serve as the initial contact point for complaints about any institutions in the state that are operating under SARA and maintain a listing of contact information at each such institution for complaint issues;
- D. Collect and manage fees assessed for initial application and subsequent annual renewal for SARA participating institutions;
- E. The SARA Portal Agency will be responsible for fulfilling the duties of the portal agency as specified in the SARA General Policies. The SARA Portal Agency will work cooperatively with other SARA states, Regional Compacts and the National Council for

- SARA to enable success of the initiative. The SARA Portal Agency will follow up on requests for information or investigation from other SARA member states or any SARA regional or national office, providing such data or reports as are required; and
- F. Provide the State Reciprocity committee, on a quarterly basis, with copies of all reports transmitted to SARA, and additional information as requested by the committee that is needed to fulfill its oversight responsibility.

Duties of the State Reciprocity Committee:

- A. Meet at least quarterly to review reports from the SARA Portal Agency and to conduct other business as needed;
- B. Receive annual reports of all fees collected by the Portal Agency from each Alabama SARA institution. Fees to be collected consist of two parts. The first is a required SARA fee to be paid to the National Council for SARA and determined annually by a SARA formula. The second is a fee to cover the cost of the state portal agency in administering SARA. The administrative fee for each institution will be set equal to the fee charged by the SARA formula;
- C. Receive all audits conducted by the Alabama Department of Examiners of Public Accounts which review the activities of the portal agency
- D. Seek clarifications and additional information as needed to clarify the reports provided by the SARA Portal Agency;
- E. Make recommendations to improve accomplishing the duties of the SARA Portal Agency;
- F. May participate as an appellate body if needed in the complaint resolution procedure, if a complaint is made against the State Portal Agency ; and
- G. Perform other duties as made necessary by its role as an oversight body.

Procedures Relative to Settlement of Complaints

An individual student's complaint may be reported to the individual institution or the SARA Portal Agency. All complaints made to the portal agency will first be referred to the individual institution for consideration. Each institution as a condition of membership in SARA must have consumer protection policies and procedures that are compliant with SARA standards. If a complaint is not resolved to a student's satisfaction at the institutional level, the student may file a complaint with the state SARA Portal Agency. The complaint must be in writing and shall set forth the grounds for the complaint, explain any steps taken to exhaust the institutional grievance process, include any relevant documents, and contain other information that may be required by the SARA Portal Agency. The SARA Portal Agency will evaluate the complaint and determine whether it meets the criteria for consideration. If the complaint does qualify, the SARA Portal Agency will appropriately determine the facts of the case and decide on a final resolution of the complaint in accordance with applicable policies. If a complaint is made against the State Portal Agency, the State Reciprocity Committee may review, and resolve, the complaint. Any institution that is party to a complaint will recuse itself from participating in the consideration of the complaint by the State Reciprocity Committee.

Terms of Memorandum of Understanding

- A. This Memorandum of Understanding shall commence on the date it is approved by both the State Reciprocity Committee and the Alabama Commission on Higher Education and shall remain in effect for the duration of five years.
- B. This Memorandum of Understanding may be extended or amended only by written agreement between both parties.
- C. This Memorandum of Understanding may be terminated by either party upon twelve months written notification thereof to the other party.
- D. If the State Reciprocity Committee deems it necessary to recommend to the Governor that the SARA agreement be terminated, and that action results in such termination, the Reciprocity Committee and the State Portal Agency will facilitate and orderly shutdown of related activities.
- E. No persons on the grounds of race, color, religion, sex, national origin, disability or, veteran status, shall be excluded from participation in or denied benefit of, or be otherwise subjected to discrimination in regards to the services to be provided. Breach of this provision shall be cause for termination of this agreement.
- F. Per Alabama Act 2012-491, by signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

IN WITNESS WHEREOF, this Memorandum of Understanding serves to document an understanding between the State Reciprocity Committee and the Alabama Commission on Higher Education. The parties hereto have executed this Memorandum of Understanding on the day and year of the last date of signature below:

Alabama State Reciprocity Committee

Robert Witt
Robert Witt, PhD., Chancellor,
University of Alabama System,
Chair of the State Reciprocity Committee
8-13-15
Date

ACHE

Gregory G. Fitch, PhD
Executive Director
Alabama Commission on Higher Education

Date

DECISION ITEM D: Forever Wild Appointment of Board Member

EXECUTIVE SUMMARY

Reason for action: Act No. 91-219 established the Board of Trustees of the Alabama Forever Wild Land Trust. Each eligible institution of higher education is entitled to submit one nomination to the Alabama Commission on Higher Education for the professional biologist trustee from their geographical region to serve on the Board. The term of Dr. Robert O. Lawton University of Alabama in Huntsville expires on September 30, 2015.

DECISION ITEM D: Forever Wild Appointment of Board Member

Staff Presenter: Mrs. Margaret M. Gunter
Director of Communications & Governmental Relations

Staff Recommendation: The staff recommends that the Commission appoint Dr. Lori R. Tolley-Jordan, assistant professor, Jacksonville State University, Department of Biology.

Background Information: Act No. 91-219 established a Board of Trustees of the Alabama Forever Wild Land Trust. ACHE appoints three members to serve staggered terms (every two years) to the Board. The term held by Dr. Robert O. Lawton from University of Alabama in Huntsville expires on September 30, 2015.

Dr. Tolley-Jordan has done extensive research in freshwater invertebrate communities through studies of natural history, taxonomy, systematics and ecology. Her doctoral studies included developing a catalogue used for identification of snails using nominal species from historic literature. Her work in that field led to an invitation from the Audubon Society to speak at their Naturalist Lecture Series in Birmingham on "The Biology of Snails of the Cahaba River." Dr. Tolley-Jordan is highly qualified to fill the vacancy on the Forever Wild Board; the staff recommends that she be approved.

Supporting Documentation:

1. Letter of nomination. Available upon request..
2. Resume of nominee. Available upon request.

DECISION ITEM E-1: Snead State Community College, Associate in Applied Science and Certificate in Industrial Technician (CIP 47.0303)

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/Description: The proposed program is designed to meet the technician needs of the manufacturers and other industry employees in Snead State's service area. Snead worked with industry partners to design a broad and flexible program to meet the needs of as many area employers as possible by creating a pipeline for entry-level employees to fill the current and anticipated need for maintenance technicians.

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

Mode of Delivery: According to the application, all of the general education requirements within the proposed program will be delivered in a hybrid format.

Similar Programs: The following institutions all have programs listed at CIP 47.0303: Beville State Community College; Faulkner State Community College; Gadsden State Community College; Northeast Alabama Community College; Northwest-Shoals State Community College; Southern Union State Community College; Trenholm State Community College; Wallace State Community College (Dothan); and Wallace State Community College (Selma).

Collaboration: Snead is open to collaborating with other institutions in the state.

Licensure: There is no licensure examination associated with this program.

Resources: A total of \$328,809 in estimated new funds will be needed for the program in the first five years, and a total of \$341,272 will be available through internal reallocation, extramural funds and tuition.

Public Review: The program was posted on the Commission website from July 7 until July 27 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The program has been developed in response to the local manufacturing industry needs.
2. Local industry employers in SND's service area indicate they are seeking employees with a broad set of skills that include basic electricity, blueprint and schematic reading, pneumatics, hydraulics, programmable logic controllers, and troubleshooting. The proposed Industrial Technician program is prepared to meet those needs.
3. The program will have options in Electronics, Mechanical, Electrical, and Multi-craft.

DECISION ITEM E-1: Snead State Community College, Associate in Applied Science and Certificate in Industrial Technician (CIP 47.0303)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science and Certificate in Industrial Technician.

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

Implementation Date: The proposed program will be implemented January 2016. Based on Commission policy, the proposed program must be implemented by September 11, 2017, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years will be at least 15, based on the proposal.
2. That the annual average number of graduates for the period 2017-18 through 2020-21 (four-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Snead State Community College (SND) 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, 2021.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Curriculum for Proposed Program, attached.
3. Snead State Community College proposal, dated May 13, 2015. Available upon request.

4. "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 Snead State Community College

PROGRAM Associate in Applied Science and Certificate in Industrial Technician (CIP 47.0303)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
FACULTY	\$6,163	\$65,000	\$66,960	\$68,959	\$71,027	\$278,109
LIBRARY	\$1,000	\$300	\$300	\$300	\$300	\$2,200
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$25,000	\$0	\$0	\$20,000	\$0	\$45,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$1,500	\$500	\$500	\$500	\$500	\$3,500
TOTAL	\$33,663	\$65,800	\$67,760	\$89,759	\$71,827	\$328,809

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$0	\$14,050	\$0	\$0	\$0	\$14,050
EXTRAMURAL	\$25,000	\$0	\$0	\$20,000	\$0	\$45,000
TUITION	\$16,272	\$51,750	\$70,200	\$71,400	\$72,600	\$282,222
TOTAL	\$41,272	\$65,800	\$70,200	\$91,400	\$72,600	\$341,272

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	22	32	38	39	42	35
NEW ENROLLMENT HEADCOUNT	13	14	15	16	17	15
DEGREE COMPLETION PROJECTIONS	0	7	8	9	9	8

Attachment 2

**Snead State Community College
 Associate in Applied Science and Certificate in
 Industrial Technician**

Area I	Written Composition ENG 100Vocational English.....3 hours
Area II	Humanities and Fine Arts Humanities Elective (Literature, PHL, REL, FRN, SPA, SPH)3 hours Humanities Elective (Literature, PHL, REL, FRN, SPA, SPH)3 hours
Area III	Natural Science or Mathematics CIS 146Microcomputer Applications3 hours MTH 131.....Mathematics for General Education I.....3 hours MTH 116.....Mathematical Applications3 hours
Area IV	History, Behavior, and Social Sciences Area IV Elective (GEO 100, ECO, HIS, POL, PSY, SOC) ..3 hours
Area V	Pre-Professional, Major, and Elective Courses
Program Core	ELT 118Commercial / Industrial Wiring I.....3 hours INT 100.....Mathematics for Industrial Technicians.....3 hours INT 114.....Basic Electricity3 hours INT 112.....Industrial Maintenance Safety Procedures.....3 hours INT 161.....Blueprint Reading for Industrial Technicians...3 hours INT 184.....Introduction to PLCs.....3 hours INT 118.....Fundamentals of Industrial Hydraulics and Pneumatics3 hours INT 134.....Principles of Industrial Maintenance Welding and Metal Cutting Techniques3 hours WKO 101Workplace Skills..... 1 hour
Electronics Option	EET 105Solid State Fundamentals.....3 hours EET 207Introduction to Robotics3 hours EET 206Digital Fundamentals3 hours EET 258Basic Electronics Troubleshooting3 hours INT 276.....Elements of Industrial Controls with PLCs II...3 hours INT 277.....Elements of Industrial Controls with PLCs II Lab.....2 hours INT 280.....Special Topics in Industrial Maintenance Technology3 hours INT 292.....Cooperative Education.....3 hours

Elective (Any course from any other track not already taken) 3 hours

Mechanical Option

INT 117Principles of Industrial Mechanics..... 3 hours
 INT 126Preventive Maintenance 3 hours
 INT 128Principles Industrial Environmental Controls... 3 hours
 INT 218Special Lab in Hydraulics & Pneumatics 2 hours
 INT 220Special Topics in Industrial Maintenance
 Technology 3 hours
 INT 232Manufacturing Plant Utilities..... 3 hours
 INT 280Special topics in Industrial Maintenance
 Technology 3 hours
 INT 292Cooperative Education..... 3 hours
 Elective (Any course from any other track not already taken) 3 hours

Electrical Option

ELT 110 Wiring Methods 3 hours
 ELT 117AC/DC Machines..... 3 hours
 ELT 132Commercial/ Industrial Wiring II 3 hours
 ELT 217Transformers 3 hours
 INT 113Industrial Motor Control I..... 3 hours
 INT 252Variable Speed Motor Drives 3 hours
 INT 280Special Topics in Industrial Maintenance
 Technology 3 hours
 INT 292Cooperative Education..... 3 hours
 Elective (Any course from any track not already taken)..... 3 hours

Multi-Craft Option

Advisor-Approved Electives
 (Courses from any track not already taken)..... 18 hours
 INT 280Special Topics in Industrial Maintenance
 Technology 3 hours
 INT 292Cooperative Education..... 3 hours

Total Program Hours 70-73 Credit Hours

DECISION ITEM E-2: Faulkner State Community College, Associate in Applied Science and Certificate in Airframe Technology (CIP 47.0607)

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/Description: The proposed program is designed to prepare individuals to apply technical knowledge and skills to repair, service, and maintain all aircraft components other than engines, propellers, avionics and instruments. It prepares students with the knowledge and skills needed to take Federal Aviation Administration (FAA) written, oral, and practical examinations required for certification as an aviation maintenance technician with an airframe endorsement.

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

Mode of Delivery: According to the application, due to the nature of the program, classroom time is spent between theory and hands-on lab work. The program will be taught in a traditional classroom/lab environment. Students can complete approximately 25% of the academic courses online.

Similar Programs: This program is currently being offered at the Alabama Aviation Center in Ozark. Ozark is approximately 151 miles from Brookley Field in Mobile. (Brookley field would be a new off campus site for Faulkner State Community College, Refer to Decision Item G.1.)

Collaboration: Discussions are being held with Auburn University regarding a 2+2 agreement with the University's College of Business in Professional Flight Management and Aviation Management.

Licensure: The FAA offers separate certifications for Airframe mechanics and Powerplant Technology. The program is designed to prepare students with the knowledge and skills needed to take the Federal Aviation Administration written, oral and practical examinations.

Additionally, each certified aviation maintenance technician school shall provide instruction of such quality that its graduates of a curriculum meet FAA criteria established percentage passing criteria.

Resources: A total of \$4,964,896 in estimated new funds will be needed for the program in the first five years, and a total of \$5,247,623 will be available through tuition, internal reallocations, and extramural funding.

Public Review: The program was posted on the Commission website for public review and comment. The Commission will be notified of any comments received.

Rationale for Staff Recommendation:

1. The proposed Airframe Technology Program is in response to employer needs in the Mobile area.
2. A review of the Alabama Aviation College's programmatic, financial, and instructional needs and partnership opportunities has determined that the South Alabama Aviation Sites program administration will be enhanced and better fulfill the mandates and directives of the Act (Alabama Act 2015-125) if they are re-aligned and managed under the direction of Faulkner State Community College.
3. There is a favorable pattern of projected job openings.
4. Memorandum of Understanding and Statement of Intent to Realign South Alabama Aviation Sites (attachment 3).

DECISION ITEM E-2: Faulkner State Community College, Associate in Applied Science and Certificate in Airframe Technology (CIP 47.0607)

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

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science and Certificate in Airframe Technology.

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

Implementation Date: The proposed program will be implemented January 2016. Based on Commission policy, the proposed program must be implemented by September 11, 2017, 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 beginning 2017-18 will be at least 17, based on the proposal.
2. That the annual average number of graduates for the period 2017-18 through 2020-21 (four-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Faulkner State Community College (FSC) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than February 1, 2021.

Supporting Documentation:

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

4. Faulkner State Community College proposal, dated August 17, 2015. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

Attachment 1

INSTITUTION Faulkner State Community College

PROGRAM Associate in Applied Science and Certificate in Airframe Technology (CIP 47.0607)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-178	2018-19	2019-20	2020-21	TOTAL
FACULTY	\$603,745	\$603,745	\$603,745	\$603,745	\$603,745	\$3,018,725
LIBRARY	\$4,630	\$4,630	\$4,630	\$4,630	\$4,630	\$23,150
FACILITIES	\$82,144	\$83,787	\$85,462	\$87,171	\$88,914	\$427,478
EQUIPMENT	\$41,000	\$50,000	\$50,000	\$75,000	\$75,000	\$291,000
STAFF	\$121,834	\$121,834	\$121,834	\$121,834	\$124,271	\$611,607
OTHER	\$115,790	\$118,105	\$118,105	\$120,468	\$120,468	\$592,936
TOTAL	\$969,143	\$982,101	\$983,776	\$1,012,848	\$1,017,028	\$4,964,896

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$423,506	\$423,506	\$423,506	\$423,506	\$423,506	\$2,117,530
EXTRAMURAL	\$0	\$50,000	\$0	\$0	\$75,000	\$125,000
TUITION	\$577,454	\$589,003	\$600,783	\$612,799	\$625,054	\$3,005,093
TOTAL	\$1,000,960	\$1,062,509	\$1,024,289	\$1,036,305	\$1,123,560	\$5,247,623

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	64	65	66	68	70	67 4-YEAR AVERAGE
NEW ENROLLMENT HEADCOUNT	0	15	16	18	18	17 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	10	10	10	10	10

Attachment 2
Faulkner State Community College
Curriculum for Proposed Associate in Applied Science and Certificate in
Airframe Technology

Associate in Applied Science

Area I: Written Composition	3 semester hours
ENG 101 English Composition I	3 semester hours
Area II: Humanities, Fine Arts, and Speech	6 semester hours
SPH 106 Fundamentals of Oral Communication OR	
SPH 107 Fundamentals of Public Speaking	3 semester hours
Humanities/Fine Arts Elective	3 semester hours
Area III: Natural Science, Mathematics, and Computer Science	9 semester hours
CIS 146 Microcomputer Applications	3 semester hours
MTH 116 Mathematical Applications	3 semester hours
Computer Science/Math/Science Elective	3 semester hours
Area IV: History, Social, and Behavior Sciences	3 semester hours
PSY 276 Human Relations	3 semester hours
Area V: Technical Concentration and Electives	45 semester hours
AMT 100 Technical Preparation	5 semester hours
AMT 101 Basic Electricity	5 semester hours
AMT 102 Materials and Processes	5 semester hours
AMT 110 Non-Metallic Structures and Welding	5 semester hours
AMT 111 Aircraft Sheet Metal Structures	5 semester hours
AMT 112 Airframe Systems I	5 semester hours
AMT 113 Airframe Systems II	5 semester hours
AMT 114 Airframe Systems III	5 semester hours
AMT 115 Airframe Systems IV	5 semester hours
Total Hours	66 semester hours

Certificate

Area I: Written Composition	3 semester hours
ENG 101 English Composition I	3 semester hours
Area II: Humanities, Fine Arts, and Speech	3 semester hours
SPH 106 Fundamentals of Oral Communication	3 semester hours
Area III: Natural Science, Mathematics, and Computer Science	6 semester hours
CIS 146 Microcomputer Applications	3 semester hours
MTH 116 Mathematical Applications	3 semester hours
Area IV: History, Social, and Behavior Sciences	0 semester hours
No Courses Required	0 semester hours
Area V: Technical Concentration and Electives	45 semester hours
AMT 100 Technical Preparation	5 semester hours
AMT 101 Basic Electricity	5 semester hours
AMT 102 Materials and Processes	5 semester hours
AMT 110 Non-Metallic Structures and Welding	5 semester hours

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Friday, September 11, 2015

	AMT 111 Aircraft Sheet Metal Structures	5 semester hours
	AMT 112 Airframe Systems I	5 semester hours
	AMT 113 Airframe Systems II	5 semester hours
	AMT 114 Airframe Systems III	5 semester hours
	AMT 115 Airframe Systems IV	5 semester hours
Total Hours		57 semester hours

Attachment 3

**Faulkner State Community College
Associate in Applied Science and Certificate in
Airframe Technology**

**MEMORANDUM OF UNDERSTANDING
AND
STATEMENT OF INTENT
TO
RE-ALIGN SOUTH ALABAMA AVIATION SITES OF
ENTERPRISE STATE COMMUNITY COLLEGE AVIATION PROGRAM
TO
FAULKNER STATE COMMUNITY COLLEGE**

Whereas, pursuant to Alabama Act No. 2015-125 (the "Act") the Alabama Aviation College was established as an independent institution within the Alabama Community College System under the direct authority and responsibility of the Chancellor of the Alabama Community College System and is responsible for providing aviation education and training statewide; and,

Whereas, the Chancellor, pursuant to the Act, is responsible for ensuring that programs and curriculum provided by the Aviation College are aligned with the needs of the aviation industry; and,

Whereas, the Chancellor is expressly authorized by the Act to establish a site or branch of the Aviation College, whether permanent or temporary, to fulfill the statewide aviation education mission of the Alabama Community College System; and,

Whereas, Enterprise State Community College ("Enterprise State"), located in Enterprise, Coffee County, Alabama currently operates and administers the aviation programs located on a Mobile, Alabama campus that is located just off Interstate 10 at the Brookley Aeroplex on the western shore of Mobile Bay and offers aviation courses at a newly constructed education training center located in Baldwin County, Alabama at the Fairhope Airport (collectively the "South Alabama Aviation Sites"). Aviation instruction and training programs being offered at the Mobile campus include Airframe, Powerplant (A&P), and Avionics. An Advanced Composite Program is also under development; and,

Whereas, the South Alabama Aviation Sites are centrally located in close proximity to several United States military training centers located along the Alabama and Florida gulf coast and the aviation programs offered across the region enhance our nation's ability to provide national security and pursue international initiatives. The aviation industry in the Alabama Gulf Coast region is sound and growing and there are numerous aerospace employment opportunities within a 60 mile radius of the South Alabama Aviation Sites; and,

Whereas, the Chancellor has studied and reviewed the Alabama Aviation College's programmatic, financial, and instructional needs and partnership opportunities with business and industry and has determined that the South Alabama Aviation Sites program administration will be enhanced and better fulfil the mandates and directives of the Act if they are re-aligned and

managed under his direction through Faulkner State Community College (“Faulkner State”) located in Baldwin County, Alabama; and,

Whereas, Faulkner State and its President are committed to assuming the responsibility for the South Alabama Aviation Sites pursuant to the Act and providing the leadership, funding and management expertise to ensure a quality aviation program is maintained in South Alabama that addresses the needs of the growing aviation business and industry segments;

NOW THEREFORE, pursuant to the direction of the Chancellor of the Alabama Community College System and by mutual agreement and understanding by and between Enterprise State and Faulkner State, the parties have reached a common understanding that it is in the best interests of the general public to formally re-align the South Alabama Aviation Sites training and instructional programs currently operated and administered by Enterprise State Community College with Faulkner State under the Chancellor’s direction in order to fulfill the statewide aviation education mission of the Alabama Community College System. It is acknowledged that in order to implement, promote, and effect such a re-alignment, proper approval must be sought and gained from the appropriate regulatory and accrediting agencies, including the Alabama Commission on Higher Education (ACHE), the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), the Federal Aviation Administration (FAA), and the U.S. Department of Education. In addition, the following actions, agreements, and commitments will be required:

1. Personnel. It is expressly understood that all South Alabama Aviation Site based aviation personnel currently assigned to Enterprise State Community College, as reflected by the official payroll and personnel records of Enterprise State, shall become employees of Faulkner State, retaining all rights, privileges, and benefits previously granted to them as employees of Enterprise State. Enterprise State shall provide Faulkner State with all personnel and human resource files pertaining to the transferred employees.
2. Budget/Fiscal Management. It is the intent of the parties that, subject to the authority of the Chancellor, Faulkner State shall become solely responsible for the aviation programs and operational budget, management of assets, and personnel obligations at the Aviation College’s South Alabama Aviation Sites. In cooperation with the Chancellor, Faulkner State shall assume responsibility for the South Alabama Aviation Sites budgets and legislative appropriations.
3. Accreditation/Standards. Pursuant to the terms and conditions of this memorandum and agreement, the Chancellor and Faulkner State shall cooperate to establish and maintain all professional and regulatory standards and accreditation applicable to the South Alabama Aviation Sites aviation programs, including but not limited to FAA required certifications. Faulkner State will maintain regional accreditation with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Enterprise State shall provide Faulkner State with copies of Enterprise State’s accreditation audit reports and any corrective action plans for fiscal years 2012-2013 and 2013-2014 that

may impact the aviation programs being re-aligned pursuant to the terms of this memorandum and agreement.

4. Land, Equipment and Facilities. In furtherance of the re-alignment, Faulkner State shall assume responsibility and Enterprise State shall, to the extent necessary, transfer and/or assign to Faulkner State all real estate, buildings, leases, licenses, contracts and equipment utilized or maintained for the provision of the South Alabama Aviation Sites aviation programs. If required, Faulkner State may enter into an appropriate sub-lease agreement with Enterprise State, which may provide for the continued use and availability of program and training space and facilities on the South Alabama Aviation Sites. Enterprise State, in cooperation with the Chancellor, shall provide Faulkner State an inventory listing and copies of all pertinent and material contracts applicable to such real estate, equipment and facilities, including warranties, manuals, deeds, leases maintenance schedules, insurance certificates or documents of any description applicable to the land, equipment or buildings transferred pursuant to this provision.
5. Audit. Enterprise State shall provide Faulkner State with copies of Enterprise State's Public Examiners Audit reports and any corrective action plans for fiscal years 2012-2013 and 2013-2014.
6. Name of Separated Entity/Programs. The Act, subject to certain specific authority reserved to the Alabama Community College System's Board of Trustees, vests and authorizes the Chancellor with the responsibility and management of any public two-year institution. Upon the formal re-alignment of the South Alabama Aviation Sites aviation programs, Enterprise State will have no authority for offering aviation courses at the applicable sites. Following the re-alignment, it is the Chancellor's directive that the Alabama Aviation College's South Alabama Aviation Sites program sites shall be designated "The Alabama Aviation College at Faulkner State Community College". Faulkner State will provide comprehensive aviation training services to the community and area served including strengthened vocational and technical degree or certificate programs; adult learning opportunities; civic, social, cultural, and personal development opportunities; business and industry training opportunities; and active involvement and support of economic development.
7. Students. It is the intent of the parties that all students currently enrolled in Enterprise State's aviation programs at the South Alabama Aviation Sites will be permitted to complete their programs under the same terms, conditions, understandings, and assurances they received upon entering their current program of study. Student related services and provisions will be transitional, as appropriate. Full execution of the student related re-alignment will be pending based on receipt of required ACHE, SACSCOC, FAA and U.S. Department of Education approvals.
8. Administrative Staff. The vacant Director's position for the South Alabama Aviation Sites shall be mutually agreed upon by the Chancellor and the President of Faulkner State. Such staff shall engage from time to time in planned professional aviation

development programs designed to support and enhance the development of a comprehensive community college aviation instructional and training program.

9. Miscellaneous. Enterprise State and Faulkner State will cooperate with the Chancellor to resolve and affect all matters reasonably necessary to accomplish this transition and re-alignment, including certifying a list of assets, confirming personnel, compiling inventory listings, providing for computer and technology services, resolving any and all public utility issues, and other administrative matters related to transition. The Chancellor will require that the colleges make full disclosure of any and all commitments and obligations which may impact the Alabama Aviation College or Faulkner State and/or the Alabama Community College System, and Enterprise State will cooperate in the resolution of such matters. The Chancellor will approve all transition plans, monitor the actions taken, evaluate their effectiveness, and report annually to the Alabama Community College's Board of Trustees on the progress made. This report will be made for at least the next three years and will include fiscal accountability, program accountability, and administrative accountability.
10. Effective Date. The process for re-alignment of the South Alabama Aviation Sites programs, including the pursuit of appropriate regulatory and accreditation approvals, will commence with the signing of this Memorandum of Understanding by all parties.

Done this 30th day of July, 2015

Alabama Community College System

By: 

Dr. Mark A. Heinrich
Chancellor

Enterprise State Community College

By: 

Cynthia T. Anthony
Interim President

Faulkner State Community College

By: 

Gary L. Branch
President

DECISION ITEM E-3: Faulkner State Community College, Associate in Applied Science and Certificate in Avionics Technology (CIP 47.0609)

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/Description: The proposed program is designed to prepare individuals to apply technical knowledge and skills to repair, service, and maintain all aircraft operating, control, and electronic systems. The program objectives include instruction in flight instrumentation, aircraft communications and homing systems, radar and other sensory systems, navigation aids, and specialized systems for various types of civilian and military aircraft.

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

Mode of Delivery: According to the application, due to the nature of the program, classroom time is spent between theory and hands-on lab work. The program will be taught in a traditional classroom/lab environment. Students can complete approximately 25% of the academic courses online.

Similar Programs: This program is currently being offered at the Alabama Aviation Center in Ozark. Ozark is approximately 151 miles from Brookley Field in Mobile. (Brookley field would be a new off campus site for Faulkner State Community College, Refer to Decision Item G.1.)

Collaboration: A 2+2 agreement with Auburn University's College of Business in Professional Flight Management and Aviation Management is currently in development.

Licensure: Graduates of the program will be prepared to take the Federal Communications Commission (FCC) General Radiotelephone Operator License Examination.

Resources: A total of \$943,210 in estimated new funds will be needed for the program in the first five years, and a total of \$1,050,995 will be available through tuition, internal reallocations, and extramural funding.

Public Review: The program was posted on the Commission website for public review and comment. The Commission will be notified of any comments received.

Rationale for Staff Recommendation:

1. The proposed Avionics Technology Program is in response to employer needs in the Mobile area.
2. A review of the Alabama Aviation College's programmatic, financial, and instructional needs and partnership opportunities has determined that the South Alabama Aviation Sites program administration will be enhanced and better fulfill the mandates and directives of the Act (Alabama Act No. 2015-125), if they are re-aligned and managed under the direction of Faulkner State Community College.
3. There is a favorable pattern of projected job openings.
4. Memorandum of Understanding and Statement of Intent to Realign South Alabama Aviation Sites (attachment 3).

DECISION ITEM E-3: Faulkner State Community College, Associate in Applied Science and Certificate in Avionics Technology (CIP 47.0609)

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

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science and Certificate in Avionics Technology.

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

Implementation Date: The proposed program will be implemented January 2016. Based on Commission policy, the proposed program must be implemented by September 11, 2017, 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 beginning 2017-18 will be at least 17, based on the proposal.
2. That the annual average number of graduates for the period 2017-18 through 2020-21 (four-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Faulkner State Community College (FSC) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than February 1, 2021.

Supporting Documentation:

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

4. Faulkner State Community College proposal, dated August 17, 2015. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

Attachment 1

INSTITUTION Faulkner State Community College

PROGRAM Associate in Applied Science and Certificate in Avionics Technology (CIP 47.0609)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
FACULTY	\$105,325	\$105,325	\$105,325	\$105,325	\$105,325	\$526,625
LIBRARY	\$1,157	\$1,157	\$1,157	\$1,157	\$1,157	\$5,785
FACILITIES	\$2,054	\$2,054	\$2,054	\$2,054	\$2,054	\$10,270
EQUIPMENT	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
STAFF	\$30,456	\$30,456	\$30,456	\$30,456	\$30,456	\$152,280
OTHER	\$28,948	\$28,948	\$29,854	\$30,105	\$30,395	\$148,250
TOTAL	\$187,940	\$187,940	\$188,846	\$189,097	\$189,387	\$943,210

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$104,507	\$104,507	\$104,507	\$104,507	\$104,507	\$522,535
EXTRAMURAL	\$0	\$5,000	\$40,000	\$0	\$0	\$45,000
TUITION	\$92,901	\$94,759	\$96,654	\$98,587	\$100,559	\$483,460
TOTAL	\$197,408	\$204,266	\$241,161	\$203,094	\$205,066	1,050,995

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	55	56	57	58	59	57 4-YEAR AVERAGE
NEW ENROLLMENT HEADCOUNT	0	15	16	18	18	17 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	8	8	8	8	8

Attachment 2
Faulkner State Community College
Curriculum for Proposed Associate in Applied Science and Certificate in
Avionics Technology

Associate in Applied Science

Area I: Written Composition	3 semester hours
ENG 101 English Composition I	3 semester hours
Area II: Humanities, Fine Arts, and Speech	6 semester hours
SPH 106 Fundamentals of Oral Communication OR	
SPH 107 Fundamentals of Public Speaking	3 semester hours
Humanities/Fine Arts Elective	3 semester hours
Area III: Natural Science, Mathematics, and Computer Science	6 semester hours
CIS 146 Microcomputer Applications	3 semester hours
MTH 116 Mathematical Applications	3 semester hours
Area IV: History, Social, and Behavior Sciences	3 semester hours
PSY 276 Human Relations	3 semester hours
Area V: Technical Concentration and Electives	53 semester hours
AVT 111 Aviation Electronics Theory	5 semester hours
AVT 112 Aviation Electronics Lab I	5 semester hours
AVT 121 Principles of Solid State	5 semester hours
AVT 131 Digital Concepts	4 semester hours
AVT 141 Introduction to Avionics	2 semester hours
AVT 142 Electronic Communications	4 semester hours
AVT 148 Microprocessors and Interfacing	4 semester hours
AVT 211 Pulse and Radar Circuits	4 semester hours
AVT 212 Aircraft Installation and Soldering	4 semester hours
AVT 213 Aviation Communications	4 semester hours
AVT 214 Navigation/ILS	4 semester hours
AVT 215 DME/Transporter	4 semester hours
AVT 216 Autopilot/Aircraft Systems	4 semester hours

Total Hours **71 semester hours**

Certificate

Area I: Written Composition	3 semester hours
ENG 101 English Composition I	3 semester hours
Area II: Humanities, Fine Arts, and Speech	3 semester hours
SPH 106 Fundamentals of Oral Communication	3 semester hours
Area III: Natural Science, Mathematics, and Computer Science	6 semester hours
CIS 146 Microcomputer Applications	3 semester hours
MTH 116 Mathematical Applications	3 semester hours
Area IV: History, Social, and Behavior Sciences	0 semester hours
No Courses Required	0 semester hours

Area V: Technical Concentration and Electives	45 semester hours
AVT 111 Aviation Electronics Theory	5 semester hours
AVT 112 Aviation Electronics Lab I	5 semester hours
AVT 121 Principles of Solid State	5 semester hours
AVT 131 Digital Concepts	4 semester hours
AVT 141 Introduction to Avionics	2 semester hours
AVT 142 Electronic Communications	4 semester hours
AVT 148 Microprocessors and Interfacing	4 semester hours
AVT 211 Pulse and Radar Circuits	4 semester hours
AVT 212 Aircraft Installation and Soldering	4 semester hours
AVT 213 Aviation Communications	4 semester hours
AVT 214 Navigation/ILS	4 semester hours
Total Hours	57 semester hours

Attachment 3

**Faulkner State Community College
Associate in Applied Science and Certificate in
Avionics Technology**

**MEMORANDUM OF UNDERSTANDING
AND
STATEMENT OF INTENT
TO
RE-ALIGN SOUTH ALABAMA AVIATION SITES OF
ENTERPRISE STATE COMMUNITY COLLEGE AVIATION PROGRAM
TO
FAULKNER STATE COMMUNITY COLLEGE**

Whereas, pursuant to Alabama Act No. 2015-125 (the “Act”) the Alabama Aviation College was established as an independent institution within the Alabama Community College System under the direct authority and responsibility of the Chancellor of the Alabama Community College System and is responsible for providing aviation education and training statewide; and,

Whereas, the Chancellor, pursuant to the Act, is responsible for ensuring that programs and curriculum provided by the Aviation College are aligned with the needs of the aviation industry; and,

Whereas, the Chancellor is expressly authorized by the Act to establish a site or branch of the Aviation College, whether permanent or temporary, to fulfill the statewide aviation education mission of the Alabama Community College System; and,

Whereas, Enterprise State Community College (“Enterprise State”), located in Enterprise, Coffee County, Alabama currently operates and administers the aviation programs located on a Mobile, Alabama campus that is located just off Interstate 10 at the Brookley Aeroplex on the western shore of Mobile Bay and offers aviation courses at a newly constructed education training center located in Baldwin County, Alabama at the Fairhope Airport (collectively the “South Alabama Aviation Sites”). Aviation instruction and training programs being offered at the Mobile campus include Airframe, Powerplant (A&P), and Avionics. An Advanced Composite Program is also under development; and,

Whereas, the South Alabama Aviation Sites are centrally located in close proximity to several United States military training centers located along the Alabama and Florida gulf coast and the aviation programs offered across the region enhance our nation’s ability to provide national security and pursue international initiatives. The aviation industry in the Alabama Gulf Coast region is sound and growing and there are numerous aerospace employment opportunities within a 60 mile radius of the South Alabama Aviation Sites; and,

Whereas, the Chancellor has studied and reviewed the Alabama Aviation College’s programmatic, financial, and instructional needs and partnership opportunities with business and industry and has determined that the South Alabama Aviation Sites program administration will be enhanced and better fulfil the mandates and directives of the Act if they are re-aligned and

managed under his direction through Faulkner State Community College ("Faulkner State") located in Baldwin County, Alabama; and,

Whereas, Faulkner State and its President are committed to assuming the responsibility for the South Alabama Aviation Sites pursuant to the Act and providing the leadership, funding and management expertise to ensure a quality aviation program is maintained in South Alabama that addresses the needs of the growing aviation business and industry segments;

NOW THEREFORE, pursuant to the direction of the Chancellor of the Alabama Community College System and by mutual agreement and understanding by and between Enterprise State and Faulkner State, the parties have reached a common understanding that it is in the best interests of the general public to formally re-align the South Alabama Aviation Sites training and instructional programs currently operated and administered by Enterprise State Community College with Faulkner State under the Chancellor's direction in order to fulfill the statewide aviation education mission of the Alabama Community College System. It is acknowledged that in order to implement, promote, and effect such a re-alignment, proper approval must be sought and gained from the appropriate regulatory and accrediting agencies, including the Alabama Commission on Higher Education (ACHE), the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), the Federal Aviation Administration (FAA), and the U.S. Department of Education. In addition, the following actions, agreements, and commitments will be required:

1. Personnel. It is expressly understood that all South Alabama Aviation Site based aviation personnel currently assigned to Enterprise State Community College, as reflected by the official payroll and personnel records of Enterprise State, shall become employees of Faulkner State, retaining all rights, privileges, and benefits previously granted to them as employees of Enterprise State. Enterprise State shall provide Faulkner State with all personnel and human resource files pertaining to the transferred employees.
2. Budget/Fiscal Management. It is the intent of the parties that, subject to the authority of the Chancellor, Faulkner State shall become solely responsible for the aviation programs and operational budget, management of assets, and personnel obligations at the Aviation College's South Alabama Aviation Sites. In cooperation with the Chancellor, Faulkner State shall assume responsibility for the South Alabama Aviation Sites budgets and legislative appropriations.
3. Accreditation/Standards. Pursuant to the terms and conditions of this memorandum and agreement, the Chancellor and Faulkner State shall cooperate to establish and maintain all professional and regulatory standards and accreditation applicable to the South Alabama Aviation Sites aviation programs, including but not limited to FAA required certifications. Faulkner State will maintain regional accreditation with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Enterprise State shall provide Faulkner State with copies of Enterprise State's accreditation audit reports and any corrective action plans for fiscal years 2012-2013 and 2013-2014 that

may impact the aviation programs being re-aligned pursuant to the terms of this memorandum and agreement.

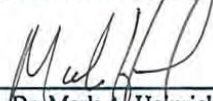
4. Land, Equipment and Facilities. In furtherance of the re-alignment, Faulkner State shall assume responsibility and Enterprise State shall, to the extent necessary, transfer and/or assign to Faulkner State all real estate, buildings, leases, licenses, contracts and equipment utilized or maintained for the provision of the South Alabama Aviation Sites aviation programs. If required, Faulkner State may enter into an appropriate sub-lease agreement with Enterprise State, which may provide for the continued use and availability of program and training space and facilities on the South Alabama Aviation Sites. Enterprise State, in cooperation with the Chancellor, shall provide Faulkner State an inventory listing and copies of all pertinent and material contracts applicable to such real estate, equipment and facilities, including warranties, manuals, deeds, leases maintenance schedules, insurance certificates or documents of any description applicable to the land, equipment or buildings transferred pursuant to this provision.
5. Audit. Enterprise State shall provide Faulkner State with copies of Enterprise State's Public Examiners Audit reports and any corrective action plans for fiscal years 2012-2013 and 2013-2014.
6. Name of Separated Entity/Programs. The Act, subject to certain specific authority reserved to the Alabama Community College System's Board of Trustees, vests and authorizes the Chancellor with the responsibility and management of any public two-year institution. Upon the formal re-alignment of the South Alabama Aviation Sites aviation programs, Enterprise State will have no authority for offering aviation courses at the applicable sites. Following the re-alignment, it is the Chancellor's directive that the Alabama Aviation College's South Alabama Aviation Sites program sites shall be designated "The Alabama Aviation College at Faulkner State Community College". Faulkner State will provide comprehensive aviation training services to the community and area served including strengthened vocational and technical degree or certificate programs; adult learning opportunities; civic, social, cultural, and personal development opportunities; business and industry training opportunities; and active involvement and support of economic development.
7. Students. It is the intent of the parties that all students currently enrolled in Enterprise State's aviation programs at the South Alabama Aviation Sites will be permitted to complete their programs under the same terms, conditions, understandings, and assurances they received upon entering their current program of study. Student related services and provisions will be transitional, as appropriate. Full execution of the student related re-alignment will be pending based on receipt of required ACHE, SACSCOC, FAA and U.S. Department of Education approvals.
8. Administrative Staff. The vacant Director's position for the South Alabama Aviation Sites shall be mutually agreed upon by the Chancellor and the President of Faulkner State. Such staff shall engage from time to time in planned professional aviation

development programs designed to support and enhance the development of a comprehensive community college aviation instructional and training program.

9. Miscellaneous. Enterprise State and Faulkner State will cooperate with the Chancellor to resolve and affect all matters reasonably necessary to accomplish this transition and re-alignment, including certifying a list of assets, confirming personnel, compiling inventory listings, providing for computer and technology services, resolving any and all public utility issues, and other administrative matters related to transition. The Chancellor will require that the colleges make full disclosure of any and all commitments and obligations which may impact the Alabama Aviation College or Faulkner State and/or the Alabama Community College System, and Enterprise State will cooperate in the resolution of such matters. The Chancellor will approve all transition plans, monitor the actions taken, evaluate their effectiveness, and report annually to the Alabama Community College's Board of Trustees on the progress made. This report will be made for at least the next three years and will include fiscal accountability, program accountability, and administrative accountability.
10. Effective Date. The process for re-alignment of the South Alabama Aviation Sites programs, including the pursuit of appropriate regulatory and accreditation approvals, will commence with the signing of this Memorandum of Understanding by all parties.

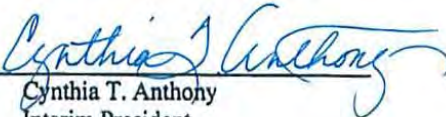
Done this 30th day of July, 2015

Alabama Community College System

By: 

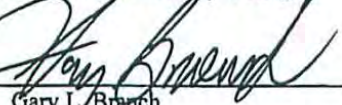
Dr. Mark A. Heinrich
Chancellor

Enterprise State Community College

By: 

Cynthia T. Anthony
Interim President

Faulkner State Community College

By: 

Gary L. Branch
President

DECISION ITEM E-4: Faulkner State Community College, Associate in Applied Science and Certificate in Powerplant Technology (CIP 47.0608)

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/Description: The proposed program is designed to prepare students to apply technical knowledge and skills to repair, service, and maintain all types of aircraft and related systems. The program will prepare students to take the Federal Aviation Administration (FAA) written, oral, and practical examinations required for certification.

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

Mode of Delivery: According to the application, due to the nature of the program, classroom time is spent between theory and hands-on lab work. The program will be taught in a traditional classroom/lab environment. Students can complete approximately 25 percent of the academic courses online.

Similar Programs: This program is currently being offered at the Alabama Aviation Center in Ozark. Ozark is approximately 151 miles from Brookley Field in Mobile. (Brookley field would be a new off campus site for Faulkner State Community College, Refer to Decision Item G.1.)

Collaboration: According to the application, FSC is in discussions with Auburn University regarding a 2+2 agreement with the College of Business in Professional Flight Management and Aviation Management.

Licensure: The FAA offers separate certifications for Airframe mechanics and Powerplant Technology. The program is designed to prepare students with the knowledge and skills needed to take the Federal Aviation Administration written, oral and practical examinations.

Additionally, each certified aviation maintenance technician school shall provide instruction of such quality that its graduates of a curriculum meet FAA criteria established percentage passing criteria.

Resources: A total of \$3,772,690 in estimated new funds will be needed for the program in the first five years, and a total of \$3,984,131 will be available through internal reallocation, extramural funding, and tuition.

Public Review: The program was posted on the Commission website for public review and comments. The Commission will be notified of any comments received.

Rationale for Staff Recommendation:

1. The proposed Powerplant Technology program is in response to employer needs in the Mobile area.

2. A review of the Alabama Aviation College's programmatic, financial, and instructional needs and partnership opportunities has determined that the South Alabama Aviation Sites program administration will be enhanced and better fulfill the mandates and directives of the Act (Alabama Act 2015-125) if they are re-aligned and managed under the direction of Faulkner State Community College.
3. Memorandum of Understanding and Statement of Intent to Realign South Alabama Aviation Sites (attachment 3).

DECISION ITEM E-4: Faulkner State Community College, Associate in Applied Science and Certificate in Powerplant Technology (CIP 47.0608)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science and Certificate in Powerplant Technology.

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

Implementation Date: The proposed program will be implemented January 2016. Based on Commission policy, the proposed program must be implemented by September 11, 2017, 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 beginning 2017-18 will be at least 17, based on the proposal.
2. That the annual average number of graduates for the period 2017-18 through 2020-21 (four-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Faulkner State Community College (FSC) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than February 1, 2021.

Supporting Documentation:

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

4. Faulkner State Community College proposal, dated August 17, 2015. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

Attachment 1

INSTITUTION Faulkner State Community College

PROGRAM Associate in Applied Science and Certificate in Powerplant Technology (CIP 47.0608)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
FACULTY	\$340,337	\$340,337	\$340,337	\$352,754	\$352,754	\$1,726,519
LIBRARY	\$4,630	\$4,630	\$4,630	\$4,630	\$4,630	\$23,150
FACILITIES	\$82,144	\$83,787	\$85,462	\$87,171	\$88,914	\$427,478
EQUIPMENT	\$41,000	\$100,000	\$100,000	\$75,000	\$75,000	\$391,000
STAFF	\$121,834	\$121,834	\$121,834	\$121,834	\$124,271	\$611,607
OTHER	\$115,790	\$118,105	\$118,105	\$120,468	\$120,468	\$592,936
TOTAL	\$705,735	\$768,693	\$770,368	\$761,857	\$766,037	\$3,772,690

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$423,505	\$423,505	\$423,505	\$423,505	\$423,505	\$2,117,525
EXTRAMURAL	\$0	\$50,000	\$0	\$70,000	\$0	\$120,000
TUITION	\$335,625	\$342,338	\$349,184	\$356,168	\$363,291	\$1,746,606
TOTAL	\$759,130	\$815,843	\$772,689	\$849,673	\$786,796	\$3,984,131

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	47	48	49	50	52	49
						4-YEAR AVERAGE
NEW ENROLLMENT HEADCOUNT	0	15	16	18	18	17
						4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	10	10	10	10	10

Attachment 2

**Faulkner State Community College
 Associate in Applied Science and Certificate in
 Powerplant Technology**

Associate in Applied Science

Area I:	Written Composition	3
	ENG 101 English Composition I	3
Area II:	Humanities, Fine Arts, and Speech	6
	SPH 106 Fundamentals of Oral Communication OR	
	SPH 107 Fundamentals of Public Speaking	3
	Humanities/Fine Arts Elective	3
Area III:	Natural Science, Mathematics, and Computer Science	9
	CIS 146 Microcomputer Applications	3
	MTH 116 Mathematical Applications	3
	Computer Science/Math/Science Elective	3
Area IV:	History, Social, and Behavior Sciences	3
	PSY 276 Human Relations	3
Area V:	Technical Concentration and Electives	45
	AMT 100 Technical Preparation	5
	AMT 101 Basic Electricity	5
	AMP 102 Materials and Processes	5
	AMP 120 Engine Theory and Propellers	5
	AMP 121 Reciprocating Engine Systems	5
	AMP 122 Reciprocating Engine Overhaul	5
	AMP 123 Reciprocating Engine Inspections	5
	AMP 124 Turbine Engine Theory and Inspections	5
	AMP 125 Turbine Engine Systems Overhaul	5
	Total Hours	66

Certificate

Area I:	Written Composition	3
	ENG 101 English Composition I	3
Area II:	Humanities, Fine Arts, and Speech	3
	SPH 106 Fundamentals of Oral Communication	3
Area III:	Natural Science, Mathematics, and Computer Science	6
	CIS 146 Microcomputer Applications	3

ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, September 11, 2015

	MTH 116 Mathematical Applications	3
Area IV:	History, Social, and Behavior Sciences	0
	No Courses Required	0
Area V:	Technical Concentration and Electives	45
	AMT 100 Technical Preparation	5
	AMT 101 Basic Electricity	5
	AMP 102 Materials and Processes	5
	AMP 120 Engine Theory and Propellers	5
	AMP 121 Reciprocating Engine Systems	5
	AMP 122 Reciprocating Engine Overhaul	5
	AMP 123 Reciprocating Engine Inspections	5
	AMP 124 Turbine Engine Theory and Inspections	5
	AMP 125 Turbine Engine Systems Overhaul	5
	Total Hours	57

Attachment 3

**Faulkner State Community College
Associate in Applied Science and Certificate in
Powerplant Technology**

**MEMORANDUM OF UNDERSTANDING
AND
STATEMENT OF INTENT
TO
RE-ALIGN SOUTH ALABAMA AVIATION SITES OF
ENTERPRISE STATE COMMUNITY COLLEGE AVIATION PROGRAM
TO
FAULKNER STATE COMMUNITY COLLEGE**

Whereas, pursuant to Alabama Act No. 2015-125 (the “Act”) the Alabama Aviation College was established as an independent institution within the Alabama Community College System under the direct authority and responsibility of the Chancellor of the Alabama Community College System and is responsible for providing aviation education and training statewide; and,

Whereas, the Chancellor, pursuant to the Act, is responsible for ensuring that programs and curriculum provided by the Aviation College are aligned with the needs of the aviation industry; and,

Whereas, the Chancellor is expressly authorized by the Act to establish a site or branch of the Aviation College, whether permanent or temporary, to fulfill the statewide aviation education mission of the Alabama Community College System; and,

Whereas, Enterprise State Community College (“Enterprise State”), located in Enterprise, Coffee County, Alabama currently operates and administers the aviation programs located on a Mobile, Alabama campus that is located just off Interstate 10 at the Brookley Aeroplex on the western shore of Mobile Bay and offers aviation courses at a newly constructed education training center located in Baldwin County, Alabama at the Fairhope Airport (collectively the “South Alabama Aviation Sites”). Aviation instruction and training programs being offered at the Mobile campus include Airframe, Powerplant (A&P), and Avionics. An Advanced Composite Program is also under development; and,

Whereas, the South Alabama Aviation Sites are centrally located in close proximity to several United States military training centers located along the Alabama and Florida gulf coast and the aviation programs offered across the region enhance our nation’s ability to provide national security and pursue international initiatives. The aviation industry in the Alabama Gulf Coast region is sound and growing and there are numerous aerospace employment opportunities within a 60 mile radius of the South Alabama Aviation Sites; and,

Whereas, the Chancellor has studied and reviewed the Alabama Aviation College’s programmatic, financial, and instructional needs and partnership opportunities with business and industry and has determined that the South Alabama Aviation Sites program administration will be enhanced and better fulfil the mandates and directives of the Act if they are re-aligned and

managed under his direction through Faulkner State Community College ("Faulkner State") located in Baldwin County, Alabama; and,

Whereas, Faulkner State and its President are committed to assuming the responsibility for the South Alabama Aviation Sites pursuant to the Act and providing the leadership, funding and management expertise to ensure a quality aviation program is maintained in South Alabama that addresses the needs of the growing aviation business and industry segments;

NOW THEREFORE, pursuant to the direction of the Chancellor of the Alabama Community College System and by mutual agreement and understanding by and between Enterprise State and Faulkner State, the parties have reached a common understanding that it is in the best interests of the general public to formally re-align the South Alabama Aviation Sites training and instructional programs currently operated and administered by Enterprise State Community College with Faulkner State under the Chancellor's direction in order to fulfill the statewide aviation education mission of the Alabama Community College System. It is acknowledged that in order to implement, promote, and effect such a re-alignment, proper approval must be sought and gained from the appropriate regulatory and accrediting agencies, including the Alabama Commission on Higher Education (ACHE), the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), the Federal Aviation Administration (FAA), and the U.S. Department of Education. In addition, the following actions, agreements, and commitments will be required:

1. Personnel. It is expressly understood that all South Alabama Aviation Site based aviation personnel currently assigned to Enterprise State Community College, as reflected by the official payroll and personnel records of Enterprise State, shall become employees of Faulkner State, retaining all rights, privileges, and benefits previously granted to them as employees of Enterprise State. Enterprise State shall provide Faulkner State with all personnel and human resource files pertaining to the transferred employees.
2. Budget/Fiscal Management. It is the intent of the parties that, subject to the authority of the Chancellor, Faulkner State shall become solely responsible for the aviation programs and operational budget, management of assets, and personnel obligations at the Aviation College's South Alabama Aviation Sites. In cooperation with the Chancellor, Faulkner State shall assume responsibility for the South Alabama Aviation Sites budgets and legislative appropriations.
3. Accreditation/Standards. Pursuant to the terms and conditions of this memorandum and agreement, the Chancellor and Faulkner State shall cooperate to establish and maintain all professional and regulatory standards and accreditation applicable to the South Alabama Aviation Sites aviation programs, including but not limited to FAA required certifications. Faulkner State will maintain regional accreditation with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Enterprise State shall provide Faulkner State with copies of Enterprise State's accreditation audit reports and any corrective action plans for fiscal years 2012-2013 and 2013-2014 that

may impact the aviation programs being re-aligned pursuant to the terms of this memorandum and agreement.

4. Land, Equipment and Facilities. In furtherance of the re-alignment, Faulkner State shall assume responsibility and Enterprise State shall, to the extent necessary, transfer and/or assign to Faulkner State all real estate, buildings, leases, licenses, contracts and equipment utilized or maintained for the provision of the South Alabama Aviation Sites aviation programs. If required, Faulkner State may enter into an appropriate sub-lease agreement with Enterprise State, which may provide for the continued use and availability of program and training space and facilities on the South Alabama Aviation Sites. Enterprise State, in cooperation with the Chancellor, shall provide Faulkner State an inventory listing and copies of all pertinent and material contracts applicable to such real estate, equipment and facilities, including warranties, manuals, deeds, leases maintenance schedules, insurance certificates or documents of any description applicable to the land, equipment or buildings transferred pursuant to this provision.
5. Audit. Enterprise State shall provide Faulkner State with copies of Enterprise State's Public Examiners Audit reports and any corrective action plans for fiscal years 2012-2013 and 2013-2014.
6. Name of Separated Entity/Programs. The Act, subject to certain specific authority reserved to the Alabama Community College System's Board of Trustees, vests and authorizes the Chancellor with the responsibility and management of any public two-year institution. Upon the formal re-alignment of the South Alabama Aviation Sites aviation programs, Enterprise State will have no authority for offering aviation courses at the applicable sites. Following the re-alignment, it is the Chancellor's directive that the Alabama Aviation College's South Alabama Aviation Sites program sites shall be designated "The Alabama Aviation College at Faulkner State Community College". Faulkner State will provide comprehensive aviation training services to the community and area served including strengthened vocational and technical degree or certificate programs; adult learning opportunities; civic, social, cultural, and personal development opportunities; business and industry training opportunities; and active involvement and support of economic development.
7. Students. It is the intent of the parties that all students currently enrolled in Enterprise State's aviation programs at the South Alabama Aviation Sites will be permitted to complete their programs under the same terms, conditions, understandings, and assurances they received upon entering their current program of study. Student related services and provisions will be transitional, as appropriate. Full execution of the student related re-alignment will be pending based on receipt of required ACHE, SACSCOC, FAA and U.S. Department of Education approvals.
8. Administrative Staff. The vacant Director's position for the South Alabama Aviation Sites shall be mutually agreed upon by the Chancellor and the President of Faulkner State. Such staff shall engage from time to time in planned professional aviation

development programs designed to support and enhance the development of a comprehensive community college aviation instructional and training program.

9. Miscellaneous. Enterprise State and Faulkner State will cooperate with the Chancellor to resolve and affect all matters reasonably necessary to accomplish this transition and re-alignment, including certifying a list of assets, confirming personnel, compiling inventory listings, providing for computer and technology services, resolving any and all public utility issues, and other administrative matters related to transition. The Chancellor will require that the colleges make full disclosure of any and all commitments and obligations which may impact the Alabama Aviation College or Faulkner State and/or the Alabama Community College System, and Enterprise State will cooperate in the resolution of such matters. The Chancellor will approve all transition plans, monitor the actions taken, evaluate their effectiveness, and report annually to the Alabama Community College's Board of Trustees on the progress made. This report will be made for at least the next three years and will include fiscal accountability, program accountability, and administrative accountability.

10. Effective Date. The process for re-alignment of the South Alabama Aviation Sites programs, including the pursuit of appropriate regulatory and accreditation approvals, will commence with the signing of this Memorandum of Understanding by all parties.

Done this 30th day of July, 2015

Alabama Community College System

By: 

Dr. Mark A. Heinrich
Chancellor

Enterprise State Community College

By: 

Cynthia T. Anthony
Interim President

Faulkner State Community College

By: 

Gary L. Branch
President

DECISION ITEM E-5: Jacksonville State University, Bachelor of Science in Respiratory Therapy (CIP 51.0908)

EXECUTIVE SUMMARY

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

Program Objective: To satisfy an institutional and societal need to expand healthcare offerings, and to provide more degree options in the area of Respiratory Therapy.

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

Mode of Delivery: According to the proposal, although some courses may be delivered in a hybrid format, the program will require students to participate in hands-on simulation activities; therefore, attendance on campus is required.

Similar Programs: The University of South Alabama has a BS in Cardiorespiratory Sciences located at CIP 51.0908.

Collaboration: Collaboration is not being considered at this time.

Resources: The proposal projected that a total of \$1,069,413 in estimated new funds will be required to support the proposed program. A total of \$3,038,200 will be available through internal reallocation, extramural funds, and tuition.

Public Review: The program was posted on the Commission website from July 7 through July 27 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The national growth rate for respiratory therapy is projected at 19 percent, with 22,700 positions available between now and 2022.
2. JSU will seek accreditation through the Commission on Accreditation for Respiratory Care (CoARC) for the proposed Respiratory Therapy program.
3. According to JSU officials, when UAB closed its Respiratory Therapy program this past June, JSU received requests from local respiratory therapy directors, supervisors, as well as an Alabama State Representative, to offer a Respiratory Therapy program.

DECISION ITEM E-5: Jacksonville State University, Bachelor of Science in Respiratory Therapy (CIP 51.0908)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Implementation Date: The proposed program will be implemented in August 2016. Based on Commission policy, the proposed program must be implemented by September 11, 2017 or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Pre-Implementation Condition:

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

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2016-17, will be at least 12, based on the proposal.
2. That the annual average number of graduates for the period 2018-19 through 2020-21 (three-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in 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 (JSU) 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, 2021.

Supporting Documentation:

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

4. Jacksonville State University program proposal, dated June 11, 2015. 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 Jacksonville State University

PROGRAM Bachelor of Science in Respiratory Therapy (CIP 51.0908)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
FACULTY	\$142,309	\$145,155	\$148,058	\$151,019	\$154,039	\$740,580
LIBRARY	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
FACILITIES	\$2,800	\$16,740	\$16,740	\$16,740	\$16,740	\$69,760
EQUIPMENT	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$20,000
STAFF	\$20,450	\$40,912	\$41,730	\$42,565	\$43,416	\$189,073
OTHER	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
TOTAL	\$175,559	\$217,807	\$221,528	\$225,324	\$229,195	\$1,069,413

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
EXTRAMURAL	\$50,000	\$150,000	\$150,000	\$150,000	\$150,000	\$650,000
TUITION	\$156,200	\$262,000	\$640,000	\$640,000	\$640,000	\$2,338,200
TOTAL	\$216,200	\$422,000	\$800,000	\$800,000	\$800,000	\$3,038,200

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	12	24	24	24	24	22
NEW ENROLLMENT HEADCOUNT	12	12	12	12	12	12 3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	10	10	10	10

Attachment 2

Summary of Background Information

Bachelor of Science in Respiratory Therapy
Jacksonville State University

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

Objectives: To satisfy an institutional and societal need to expand healthcare offerings, and to provide more degree options in the area of respiratory therapy.

According to the proposal, upon completion of the proposed program, graduates shall:

- Demonstrate knowledge of content specific to professional practices in respiratory therapy.
- Assess patients' cardiopulmonary status, acquire data, and provide appropriate care within the scope of practice.
- Perform and assist in prescribed diagnostic studies such as obtaining blood gases, blood gas analysis, and pulmonary function testing.
- Evaluate patients' care in terms of cost effective treatment strategies and appropriateness of treatment.
- Establish appropriate treatment goals for patients with cardiopulmonary disease processes.
- Collaborate in the case management and evaluation of treatment plans for patients with cardiopulmonary disease processes.
- Initiate prescribed respiratory care treatments, manage life support activities, evaluate and monitor patients' responses to treatment, and modify prescribed respiratory care treatments to contribute to more optimal patient outcomes.
- Initiate and perform prescribed pulmonary rehabilitation.
- Provide patient, family, and community education.
- Promote cardiopulmonary wellness, disease prevention, and disease management.
- Utilize evidence-based practice using established treatment guidelines and protocols.
- Display professionalism and integrity in professional practice.
- Develop leadership skills in the areas of management, education, and research.

Administration: The program will be administered by Christie Shelton, PhD, RN, CNE, Dean, School of Nursing.

Accreditation: According to the proposal, it is the intent of the College of Nursing at JSU to seek accreditation through the Commission on Accreditation for Respiratory Care (CoARC) for the proposed Respiratory Therapy program.

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

RT 300 (3)	Cardiopulmonary Anatomy and Physiology
RT 305 (4)	Fundamentals of Respiratory Care I
RT 310 (4)	Principles of Patient Assessment
RT 315 (1)	Clinical I
RT 325 (3)	Pulmonary Diagnostics
RT 330 (3)	Fundamentals of Respiratory Care II

RT 335 (3)	Respiratory Care Pharmacology
RT 340 (3)	Pathology for Respiratory Care
RT 345 (4)	Clinical II
RT 400 (3)	Ventilatory Support
RT 405 (2)	Advanced Cardiac Life Support
RT 410 (4)	Clinical III
RT 415 (2)	Pediatric Respiratory Care
RT 420 (3)	Ventilatory Support II
RT 425 (2)	Advanced Critical Care Monitoring
RT 430 (2)	Neonatal Respiratory Care
RT 435 (4)	Clinical IV
RT 440 (2)	Research Methodology
RT 445 (3)	Patient Care Management Strategies
RT 450 (3)	Professional Trends in Long-Term Care
RT 455 (4)	Clinical V
RT 460 (1)	End of Life Issues
RT 470 (1)	RRT Exam Review

Program Completion Requirements

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

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

Credit hours in institutional general education or core curriculum: 63 sh

Credit hours in required or free electives: none

Total credit hours required for completion: 127 sh

Collaboration: Collaboration is not being considered at this time.

Distance Education: According to the proposal, although some courses may be delivered in a hybrid format, the program will require students to participate in hands-on simulation activities, therefore, attendance on campus is required.

Admissions: According to JSU officials, students must:

- Have a minimum of a C in each prerequisite course.
- Have a minimum overall grade point average of 2.5 on a 4.0 scale.
- Complete a personal interview with the admissions committee.
- Complete a clinical visit to a respiratory department prior to admission interview (strongly recommended).
- Upon admission, complete the required background check and drug screening requirements; complete medical clearance requirements.

Need: The proposed Respiratory Therapy program will satisfy an institutional and societal need. It is the goal of JSU to expand healthcare offerings; thus, the proposed program will satisfy the institutional need to provide more degree options for current and prospective students who attend JSU. Currently, there is one active baccalaureate respiratory therapy program in the state, and that program is located in Mobile, Alabama at the University of South Alabama. The previous baccalaureate program offered at the University of Alabama at Birmingham (UAB) is no longer accepting admissions into the Respiratory Therapy program and will graduate the last cohort from the program by the end of the year. A respiratory program at Jacksonville State University will provide an opportunity for students in the northern half of the state.

According to JSU officials, when UAB closed its Respiratory Therapy program this past June, JSU received requests from local respiratory therapy directors, supervisors, as well as an Alabama State Representative, to offer a Respiratory Therapy program. Additionally, the manager and director of Respiratory Therapy at the University of Alabama at Birmingham Medical Center, and the director of Respiratory at the Children's Hospital of Alabama are also in support of a Respiratory Therapy program at JSU.

Student Demand: The methodology for the proposed program was projected by examining the previous number of students who enrolled in the respiratory therapy program at UAB, examining anecdotal feedback, and asking for input from the area respiratory therapy directors in clinical agencies. The enrollment for the UAB program averaged 35-40 students per year. Feedback received from the program director at one of the closest associate degree programs, Wallace State Community College (Hanceville), indicated having applications ranging from 120-200 per year, with limited admissions due to accreditation standards of 35 per year.

Faculty: Since the proposed program will be new to JSU, there is no program director or faculty available to teach in the program. It is the intent of the institution to hire a program director if the program is approved, and when the initial phase of the accreditation process is successfully completed. Additionally, prior to implementation, a list of the names and credentials of the program director and faculty hired for the program will be provided to the Commission staff.

Current Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 2

Part-time: 1

Support Faculty—

Full-time: 0

Part-time: 1

According to JSU officials, there are specific positions required by the accrediting body for the proposed program. Minimum requirements of the Respiratory Therapy program are to obtain a full-time Program Director, Director of Clinical Education and a Medical Director. The Program Director must have earned at least a master's degree from an accredited institution and must hold a valid Registered Respiratory Therapy (RRT) credential and current state license; must have a minimum of four (4) years of experience as a Registered Respiratory Therapist with at least two (2) years in clinical respiratory care; must have a minimum of two (2) years of experience teaching in an accredited respiratory care program either as an appointed faculty member or as a clinical preceptor. The Director of Clinical Education (DCE) must have earned at least a master's degree from an accredited institution. The DCE must also hold a valid RRT credential and current state license; have a minimum of four (4) years of experience as a Registered Respiratory Therapist with at least two (2) years in clinical respiratory care; have a minimum of two (2) years of experience teaching in an accredited respiratory care program either as an appointed faculty member or as a clinical preceptor. The Medical Director (MD) position will be a part-time, appointed position. The MD must be a licensed physician and Board certified as recognized by the American Board of Medical Specialties (ABMS) or American Osteopathic Association (AOA) in a specialty relevant to respiratory care. Faculty must possess an earned master's degree from an accredited institution. Additionally, faculty must have experience in teaching in an accredited respiratory care program either as an appointed faculty member or as a clinical preceptor. Other requirements are the same as DCE in terms of licensure and credentials. It is not anticipated that additional instructors will need to be hired for the first several years of the program. It is anticipated that a lab instructor may be needed. The lab instructor position would require an earned bachelor's in the healthcare field and preferred experience in clinical lab settings.

Support Faculty: Once personnel are in place and students are admitted, a clerical assistant will be hired to support the needs of the program.

Equipment: Special equipment specific to respiratory therapy training will be required in a laboratory setting. Disposable supplies such as oxygen masks, cannulas, nebulizers, arterial

blood gas kits, etc., are already available in the nursing arts lab. These supplies are purchased, when necessary, but are most often donated as in-kind contributions by area agencies.

Other equipment, such as ventilators, pulmonary function test equipment, high-flow oxygen set-ups, oxygen blenders, flowmeters, percussors, oxygen tanks, pulse oximeters, end tidal CO2 monitors, heart monitors, non-invasive ventilators, and continuous positive airway pressure (CPAP) machines will be purchased and/or requested as donations by area agencies. Much of this equipment already exists in the nursing arts lab, and can be utilized by the Respiratory Therapy program. Efforts will be made to secure much of the equipment through area agencies as in-kind contributions. Additionally, vendors will be contacted for possible donations. After exploring these options, any equipment not obtained will be purchased.

Facilities: The facilities required for the proposed program include two classrooms, office space, and a simulation lab. JSU's administration is currently working to negotiate a lease for the space needed within a 5 minute commute of campus. The lease will provide use of classrooms, simulation space, smaller work rooms, office space, restrooms, etc. In addition, there is space at the nursing building that can be used at various times since nursing class times are on Monday and Friday for the bulk of the semester. If additional classroom space is needed for the respiratory therapy program, schedules can be adjusted accordingly to provide that space.

Library: The Respiratory Therapy collection, a section of Nursing and Health Sciences, contains 479 print and electronic titles in the Library of Congress subject areas relevant to Respiratory Therapy.

Program Budget: The proposal projected that a total of \$1,069,413 in estimated new funds will be required to support the proposed program. A total of \$3,038,200 will be available through internal reallocation, extramural funds, and tuition.

Attachment 3

**Curriculum
 Jacksonville State University
 BS in Respiratory Therapy**

Freshman Year

Fall Semester

EH 101 (3)	English Composition I
CY 105 (3)	Gen Chemistry I
CY 107 (1)	Gen Chemistry I Lab
BY 101 (3)	Gen Biology I
BY 103 (1)	Gen Biology Lab
_____ (3)	Soc Science Elective
14 SH	

Spring Semester

EH 102 (3)	English Composition II
CY 106 (3)	Gen Chemistry II
CY 108 (1)	Gen Chemistry II Lab
MS 112 (3)	Precalculus Algebra
_____ (3)	Fine Arts Elective
EH 141 (3)	Oral Communication
16 SH	

Sophomore Year

Fall Semester

EH/HY _____(3)	Lit/History Elective*
BY 263 (4)	Anat & Physiology I
_____ (3)	Social Science Elective
PSY 201 (3)	Principles of Psychology
BY 283 (4)	Health Microbiology
17 SH	

Spring Semester

_____ (3)	Humanities Elective
BY 264 (4)	Anat & Physiology II
MS 204 (3)	Basic Statistics
EH/HY _____ (3)	Lit/History Elective
PHS 327 (3)	Elementary Rad Physics
16 SH	

**Must complete a sequence in Literature or History*

Professional Curriculum

Junior Year

Fall Semester

RT 300 (3)	Cardiopulmonary A&P
RT 305 (4)	Fundamentals of Resp Care
RT 310 (4)	Principles of Patient Assess.
RT 315 (1)	Clinical I
12 SH	

Spring Semester

RT 325 (3)	Pulmonary Diagnostics
RT 330 (3)	Fundamentals of Resp. Care II
RT 335 (3)	Respiratory Care Pharmacology
RT 340 (3)	Pathology for Resp. Care
RT 345 (4)	Clinical II
16 SH	

Summer Semester

RT 400 (3)	Ventilatory Support I
RT 405 (2)	Adv .Cardiac Life Support
RT 410 (4)	Clinical III
RT 415 (2)	Pediatric Resp. Care
11 SH	

Senior Year

Fall Semester

RT 420 (3)	Ventilatory Support II
RT 425 (2)	Adv. Critical Care Monitoring
RT 430 (2)	Neonatal Resp. Care
RT 435 (4)	Clinical IV
RT 440 (2)	Research
13 SH	

Spring Semester

RT 445 (3)	Patient Care Mgmt Strategies
RT 450 (3)	Prof. Trends in Long-Term Care
RT 455 (4)	Clinical V
RT 460 (1)	End of Life Issues
RT 470 (1)	RRT Exam Review
12 SH	

Total Hours Required for Degree: 127

DECISION ITEM E-6: University of Alabama at Birmingham, Bachelor of General Studies in General Studies (CIP 24.0102)

EXECUTIVE SUMMARY

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

Program Objective: The Bachelor of General Studies (BGS) is an interdisciplinary degree that allows students to design a general curriculum that meets their individual goals and provides room for exploration and inquiry. The goals of the proposed program are to 1) equip students with a broad-based higher education allowing them to perform efficiently in the workplace; 2) prepare students to understand an increasingly complex and multifaceted world; and 3) help students to demonstrate a multidisciplinary base of knowledge.

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

Mode of Delivery: According to the proposal, some electives within the proposed program will be offered online.

Similar Programs: Currently, Alabama A&M University has the BGS in General Studies located at CIP 24.0102 in the Academic Program Inventory.

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

Resources: The proposal projected that a total of \$0 in estimated new funds will be required to support the proposed program. A projected total of \$1,743,816 will be available from tuition.

Public Review: The program was posted on the Commission website from July 7 until July 27 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program will prepare students for careers in various professional fields in government, health care, real estate, general social services, law, retail, and private industry.
2. The proposed program in General Studies will provide an option for non-traditional students who are struggling to declare a major and make timely progress towards graduation.

DECISION ITEM E-6: University of Alabama at Birmingham, Bachelor of General Studies in General Studies (CIP 24.0102)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of General Studies in General Studies.

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

Implementation Date: The proposed program will be implemented in August 2016. Based on Commission policy, the proposed program must be implemented by September 11, 2017, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years will be at least 6, based on the proposal.
2. That the annual average number of graduates for the period 2017-18 through 2020-21 (four-year average) will be at least 9, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment 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 at Birmingham (UAB) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2021.

Supporting Documentation:

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

4. University of Alabama at Birmingham program proposal, received June 10, 2015. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

**Attachment 1
 NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY**

INSTITUTION University of Alabama at Birmingham

PROGRAM Bachelor of General Studies in General Studies (CIP 24.0102)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-18	2018-19	2019-20	2020-21	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

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$277,776	\$308,640	\$385,800	\$385,800	\$385,800	\$1,743,816
TOTAL	\$277,776	\$308,640	\$385,800	\$385,800	\$385,800	\$1,743,816

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	15	17	20	20	20	18
NEW ENROLLMENT HEADCOUNT	5	6	7	7	7	6
						4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	6	8	10	10	9

Attachment 2

Summary of Background Information

Bachelor of General Studies in General Studies
University of Alabama at Birmingham

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

Program Objective: The Bachelor of General Studies is an interdisciplinary degree that allows students to design a general curriculum that meets their individual goals and provides room for exploration and inquiry. The goals of the proposed program are to: 1) equip students with a broad-based higher education allowing them to perform efficiently in the workplace; 2) prepare students to understand an increasingly complex and multifaceted world; and 3) help students to demonstrate a multidisciplinary base of knowledge.

Student learning outcomes will be measured through direct and indirect measures such as: 1) an Exit Survey; 2) a Capstone project assessment through a rubric; 3) a Review of Employment data after graduation; and 4) Tracking of BGS Graduates.

Undergraduate students graduating with a degree in General Studies will be able to:

1. Write, communicate, and present effectively.
2. Evaluate and interpret information as well as societal issues critically and analytically.
3. Apply knowledge and modes of inquiry from several disciplines.
4. Demonstrate integrative learning.

Administration: The program will be administered by the College of Arts and Sciences, Dr. Robert Palazzo, Dean.

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

Accreditation: There is no specialized accreditation for the General Studies program.

Curriculum: One new capstone course called Career Readiness (1 semester hour) will be created for the program.

Credit hours required in program major:	37 semester hours
Credit hours required in general education:	41
Credit hours required in free electives:	42
Total hours for completion:	120

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

Distance Education: According to the proposal, some electives within the proposed program will be offered online.

Admissions: All students who meet UAB's admission criteria will be able to enroll, and will be able to complete the BGS if they meet all degree requirements. Community College students can transfer 60 hours. Students coming from other 4-year accredited institutions can transfer all that is transferable.

Need: According to UAB, the Birmingham Business Alliance (BBA) released its 2015 Regional Economic Growth Report focusing on continuing growth, developing, building, and attracting businesses that create jobs and better communities. The BBA data shows that the economy in the Birmingham area remains strong as the seven county region gained 3,011 jobs in new and expanding industries.

The proposed program in General Studies will provide an option for non-traditional students who are struggling to declare a major and make timely progress towards graduation.

Student Demand: According to the proposal, UAB based its student demand on other similar interdisciplinary programs offered in the state.

Resources:

Faculty:

Current Primary Faculty—

Full-time: 660

Part-time: 31

Support Faculty—

Full-time: 10

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: An academic advisor will be specifically assigned to the proposed program.

Equipment: New or additional equipment will not be required for the program.

Facilities: The broad-based multi-disciplinary program will use current infrastructure.

Program Budget: The proposal projected that a total of \$0 in estimated new funds will be required to support the proposed program. A projected total of \$1,743,816 will be available from tuition.

Attachment 3

**University of Alabama at Birmingham
Bachelor of General Studies in General Studies (Example Curriculum)**

Health Education

<u>HE 141</u> Personal Health	3 hours
<u>HE 223</u> Introduction to Epidemiology and Disease Impact	3 hours
<u>HE 342</u> Introduction to Health Education	3 hours
<u>HE 404</u> Global Trends in Health Education	3 hours

Health Education Electives

Select **three** of the following courses: 9 hours

<u>HE 343</u> Theory and Determ of Health Behavior
<u>HE 402</u> Mental Health and Stress Management
<u>HE 408</u> Drug Use and Abuse
<u>HE 421</u> Health Communication
<u>HE 423</u> Human Sexuality
<u>HE 431</u> Planning and Implementing Health Education
<u>HE 432</u> Administration of Health Education Programs
<u>HE 452</u> Evaluation and Grantsmanship
<u>HE 489</u> Health Education Methods
<u>HE 490</u> Special Projects in Health Education
<u>HE 491</u> Problems in Health Education

Total Hours 21

Required Mathematics Courses

<u>MA 125</u>	Calculus I	4 hours
<u>MA 126</u>	Calculus II	4 hours
<u>MA 227</u>	Calculus III	4 hours

Mathematics Electives

Select nine hours from Mathematics,
courses numbered 200 or above 9

Total Hours 21

Capstone Experience - CAS 400 1

CAS 400 - Career Readiness Capstone Exp.

Total BGS major **43 hours** (21 + 21 +1 = 43 hours)

[Must include 9 hours at 400-level or above]

CORE CURRICULUM **41 hours**

GENERAL ELECTIVES **36 hours**

TOTAL HOURS **120**

Because the BGS is a completion degree, permutations are endless. In that context an ideal curriculum is impossible to put together.

UAB is envisioning that the BGS students will be transferring multiple courses counting towards their degree, or will have completed most of their minor requirements by the time they return to school to complete their degree.

DECISION ITEM E-7: University of Alabama in Huntsville, Bachelor of Arts in Writing (CIP 23.1301)

EXECUTIVE SUMMARY

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

Program Description/Objectives: The Bachelor of Arts in Writing is an interdisciplinary program that will create a unique collaboration between two departments (English and Communication Arts), with an effort to increase student enrollment and credit hour production in both departments. Objectives of the program are as follows:

- Compose documents in creative, expository, and professional genres in print and electronic forms that attend to artistic, socio-historic, and creative environments;
- Develop a strong and adaptable writing voice and style;
- Articulate the relationships among writing, literacy studies, rhetorical theory, and genre studies;
- Evaluate texts and audiences from a variety of discourse communities and rhetorical situations; and
- Develop expertise in areas including Technical and Professional Writing, Creative Writing, Rhetoric and Composition, Public Relations, and Media Writing through program concentrations.

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

Mode of Delivery: According to the proposal, the B.A. in Writing incorporates courses offered in online formats. Course number EH 301: Technical Writing is currently being offered in online and hybrid formats every semester.

Similar Programs: There are no other programs located at CIP 23.1301 in the Commission's Academic Program Inventory.

Collaboration: UAH is open to mutually beneficial opportunities to collaborate.

Resources: The proposal projected that a total of \$13,450 in new funds will be required to support the proposed program. A total of \$525,152 will be available through tuition.

Public Review: The program was posted on the Commission website from July 7 through July 27 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program will have the following concentrations: Technical & Professional Writing; Creative Writing; Media Writing; Rhetoric & Composition; Public Relations; and a Customized concentration.
2. The proposed program responds to the increasing demand for writing courses by allowing students to develop key skills through core courses while customizing their study around classes emphasizing common writing careers.

DECISION ITEM E-7: University of Alabama in Huntsville, Bachelor of Arts in Writing (CIP 23.1301)

Staff Presenter: Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Arts in Writing.

The program will have six concentrations: Technical & Professional Writing; Creative Writing; Media Writing; Rhetoric & Composition; Public Relations, and a Customized concentration. Consistent with Commission policy and operational definitions, these concentrations will not be identified separately in the Commission's Academic Program Inventory, and the institution may not identify them as degree programs.

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

Implementation Date: The proposed program will be implemented in August 2016. Based on Commission policy, the proposed program must be implemented by September 1, 2017 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 2016-17, will be at least 10, based on the proposal.
2. That the annual average number of graduates for the period 2018-19 through 2020-21 (three-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in acceptance to graduate school.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

The University of Alabama in Huntsville (UAH) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2021.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Alabama in Huntsville (UAH) program proposal, dated April 14, 2015. 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 University of Alabama in Huntsville (UAH)

PROGRAM Bachelor of Arts in Writing

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-18	2018-19	2019-20	2020-21	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	\$2,270	\$2,270	\$2,270	\$2,270	\$2,270	\$11,350
OTHER	\$500	\$400	\$400	\$400	\$400	\$2,100
TOTAL	\$2,770	\$2,670	\$2,670	\$2,670	\$2,670	\$13,450

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$47,129	\$80,793	\$114,456	\$134,654	\$148,120	\$525,152
TOTAL	\$47,129	\$80,793	\$126,820	\$114,456	\$134,654	\$525,152

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	7	12	17	20	22	16
NEW ENROLLMENT HEADCOUNT	7	9	10	11	12	10
						3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	6	8	10	8

Attachment 2

Summary of Background Information

Bachelor of Arts in Writing
University of Alabama in Huntsville (UAH)

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

Description/Objectives: The Bachelor of Arts in Writing is an interdisciplinary program that will create a unique collaboration between two departments (English and Communication Arts), with an effort to increase student enrollment and credit hour production in both departments. Objectives of the program are as follows:

- Compose documents in creative, expository, and professional genres in print and electronic forms that attend to artistic, socio-historic, and creative environments;
- Develop a strong and adaptable writing voice and style;
- Articulate the relationships among writing, literacy studies, rhetorical theory, and genre studies;
- Evaluate texts and audiences from a variety of discourse communities and rhetorical situations; and
- Develop expertise in areas including Technical and Professional Writing, Creative Writing, Rhetoric and Composition, Public Relations, and Media Writing through program concentrations.

The proposed program will use several measures to determine student success in meeting the program outcomes. Assessment measures will include the following:

- *Surveys of supervisors who work with student interns:* Surveys will determine the strengths, weaknesses, and abilities of students in the program. These data will provide important feedback about how students are progressing through the program and offer suggestions for curricular revision.
- *Portfolio assessment of student progress:* Faculty from the program will annually collect writing from a representative sample of students in the major and evaluate this written work using a standardized rubric. The results of this assessment will help the program conduct a formative assessment of student progress toward learning outcomes.
- *Capstone portfolios:* Each student in the writing program will compile a writing portfolio as part of the Capstone course within the major. Portfolios will include significant revisions of pieces written throughout a student's academic career. Portfolios will be developed in collaboration with a supervising faculty member and assessed by faculty members in the Writing major.
- *Exit surveys of graduates:* Each student will complete an exit survey within six months of graduating from the proposed program. Surveys will ask students about their learning experiences in the major, their ideas for improvement of major curriculum or structure, and their post-graduation goals and success in meeting those goals.
- *Self-Study:* The program will undergo self-study every five years to evaluate its performance and receive recommendations about potential areas for improvement and growth.

Administration: The program will be administered by the College of Arts, Humanities, and Social Sciences, Mitch Berbrier, Dean; and the Department of Communication Arts and English, Clarke Rountree and Jeff Nelson, Chairpersons.

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

Accreditation: According to the proposal, there is no formal accreditation agency for writing programs. Several professional organizations exist to guide such programs, such as the National Council of Teachers of English and the Council of Programs for Scientific and Technical Communication, but none of them engage in accreditation.

Curriculum: The following new courses will be added: Introduction to Writing Studies; Academic Writing; Capstone in Writing; New Media Writing and Rhetoric; Special Topics in Rhetoric and Writing; Introduction to Public Relations; Public Relations Writing; Public Relations Campaigns; and Contemporary Rhetorical Theory.

Program Completion Requirements:

Credit hours required in major: 40 semester hours (sh)
Credit hours in general education or core curriculum: 60 (sh)
Credit hours required in free electives: 20 (sh)
Credit hours required for completion: 120 (sh)

The Writing program will have six concentrations totaling 18-19 semester hours: Technical and Professional Writing; Creative Writing; Media Writing; Rhetoric & Composition; Public Relations; and a Customized Concentration.

Collaboration: According to the proposal, UAH engages in informal collaboration with other writing programs in the state in the form of inviting guest speakers from writing programs at the University of Alabama at Birmingham, the University of North Alabama, and the University of South Alabama. Additionally, writing students from these schools sometimes participate in colloquia or conferences at UAH. Although there are no plans to develop more formal collaborations between the proposed B.A. in Writing and other programs across the state, UAH is open to mutually beneficial opportunities to collaborate.

Distance Education: According to the proposal, the B.A. in Writing incorporates courses offered in online formats. Course number EH 301: Technical Writing is offered in online and hybrid formats every semester.

Admissions: According to the proposal, any student in good academic standing with the University is eligible for admission to the proposed Writing program. In order to be in good academic standing, students must maintain a grade point average above the academic action threshold, which varies according to classification. A student whose semester GPA falls below the applicable academic action threshold will either be placed on academic warning, on probation, or dismissed, depending on other factors. Therefore, the major will use the same admittance criteria as most other majors in the UAH College of Arts, Humanities, and Social Sciences.

Need: According to UAH, the proposed Writing program responds to the needs of both students and employers. Organizations and citizens in the twenty-first century require clear, compelling, and engaging communication that clarifies complex concepts and situations and allows people to work together. In an information-rich, networked economy, the value of effective writing cannot be overstated.

The student desire for writing classes at UAH has already been demonstrated by the popularity of courses in technical writing, creative writing, and rhetorical theory and criticism. In fact, according to UAH officials, the current offerings at the institution do not satisfy the needs of UAH's current and

future student body. The University does not offer significant concentrations in media writing, creative writing, or public relations, despite strong interest from students. Surveys of current students and high school teachers also demonstrate a strong interest in developing the skills and theoretical foundation necessary for writing-based careers. The proposed program responds to this demand by allowing students to develop key skills through core courses and then customize their study around classes emphasizing common writing careers. This structure allows the major to meet simultaneously the needs of several populations of students interested in varied writing careers. The program builds efficiently on existing courses and faculty members to leverage UAH resources.

If approved, this would be the only program in the Academic Program Inventory under CIP 23.1301. Additionally, it would be the only program in the state that provides such a wide variety of concentrations within the writing professions.

Student Demand: UAH surveyed current students in the English Department's Technical Writing minor and students taking Creative Writing courses in order to see whether they would have pursued a B.A. in Writing if that had been an option. The survey asked for their level of interest in the major as a whole and in each track proposed within the major. UAH also polled local English high school teachers to seek their perspective on the number of area students interested in writing careers and their opinions about the success of the major.

Respondents to UAH's survey of area teachers indicated that approximately 130 local students are interested in writing-based careers, with high numbers of students interested in creative writing, journalism, print and web writing, and social media consulting. Responses to the survey of current UAH students indicated that 10 current students would have majored in writing if UAH had offered them that option.

Faculty:

Current Primary Faculty—

Full-time: 9

Part-time: 0

Support Faculty—

Full-time: 2

Part-time: 2

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Support Staff: No additional staff support will be needed.

Equipment: According to the proposal, the Writing program will require computer laboratories, currently available in the M. Louis Salmon Library, where most writing courses will be held. Many of these computer laboratories have software that is necessary for technical communicators and other writers, such as Adobe Creative Suite, Adobe Technical Communication Suite, Morae, and MadCap Flare.

Facilities: The proposed program will utilize the classrooms in Morton Hall and the computer laboratories in the M. Louis Salmon Library on the UAH campus.

Library: According to the proposal, since both the Communication Arts Department and the English Department have been purchasing relevant volumes in rhetoric, writing, composition, and literature for decades, there is no deficiency in the library collection to support this major at UAH.

Program Budget: The proposal projected that a total of \$13,450 in new funds will be required to support the proposed program. A total of \$525,152 will be available through tuition.

Attachment 3

**University of Alabama in Huntsville
Bachelor of Arts in Writing**

Core Classes (required of all students) (15 hours)

CM 113 Introduction to Rhetorical Communication
EH 1XX Introduction to Writing Studies (1 hour, taken close to start of program)
CM 309 Rhetorical Theory or CM 409 Contemporary Rhetoric
CM 375 Rhetorical Criticism or EH 403 Literary Criticism & Theory
EH 3XX Academic Writing
EH 4XX Capstone in Writing (2 hours, taken at the end of the program, includes portfolio component)

In addition to the core courses, students will complete one of the five available concentrations or create a customized concentration in consultation with their advisor. They will also take two additional writing electives to provide breadth to their major.

Concentrations (18-19 hours)

1. Technical & Professional Writing_ (19 hours)

Designed for students pursuing careers in technical writing, technical editing, proposal writing, etc.
CM/EH 301 Technical Writing
CM/EH 302 Technical Editing (4 hours)
CM/EH 303 Practice and Research in Technical Communication
CM/EH 320 Practicum in Writing
Approved Technical Writing Course 1
Approved Technical Writing Course 2

2. Creative Writing (18 hours)

Designed for students interested in pursuing writing and publishing careers and M.F.A. programs.
EH 211 Introduction to Creative Writing
EH 410 Fiction Writing
EH 411 Poetry Writing
EH 414 Creative Nonfiction Writing
EH 300+ Literature elective 4
EH 300+ Literature elective or Special Topics in Creative Writing (Playwriting, Science Fiction Writing, etc.).

3. Media Writing (18 hours)

Designed for students interested in print and web journalism.
CM 205 Introduction to Journalism
CM 405 Advanced Journalism
EH 4XX New Media Writing and Rhetoric
CM 444 Advertising or CM 355 Social Media
EH 414 Creative Nonfiction Writing
CM/EH 320 Practicum in Writing

4. Rhetoric & Composition_ (18 hours)

Designed for students who want a foundation in rhetorical theory and practice to apply towards writing and professional careers, teaching, or graduate studies.
CM 309 Rhetorical Theory or CM 409 Contemporary Rhetoric (the one not chosen in the core)
CM 375 Rhetorical Criticism or EH 403 Literary Criticism & Theory (the one not chosen in the core)
EH 400 Composition Pedagogy
EH 4XX Special Topics in Rhetoric and Writing (such as Rhetoric of Science and Technology, Cultural Rhetoric, Rhetoric of Gaming Culture, etc.)
EH 4XX New Media Writing and Rhetoric
CM 426 Burkeian Theory & Criticism or CM 416 Women Orators or CM 316 Legal Argument

5. *Public Relations*_____ (18 hours)

Designed for students pursuing careers in public relations and corporate communication.

- CM 205 Introduction to Journalism
- CM 2XX Introduction to Public Relations
- CM 405 Advanced Journalism
- CM 4XX Public Relations Writing
- CM 4XX Public Relations Campaigns
- CM/EH 320 Practicum in Writing

6. Customized Concentration (18 hours)

Students will create a unique concentration from available courses in the writing major. This concentration will be designed in consultation with an advisor to meet a student's specific career goals and the objectives of the program.

Electives (6-7 hours)

- CM 205 Media Writing
- CM 231 Foundations of Human Communication
- CM 260 Video Production
- CM 309 History of Rhetoric
- CM 310 Persuasion
- CM 316 Legal Argument
- CM 355 Social Media
- CM 375 Rhetorical Criticism
- CM 405 Advanced Media Writing
- CM 430 Mass Media in America
- CM 444 Advertising
- EH 211 Introduction to Creative Writing
- EH 300 Strategies for Business Writing
- EH/CM 301 Technical Writing
- EH/CM 302 Technical Editing (4 hours)
- EH/CM 303 Practice and Research in Technical Communication
- EH 400 Composition Pedagogy
- EH 401 Theory and Practice in Technical Communication
- EH 403 Literary Criticism & Theory
- EH 410 Fiction Writing
- EH 411 Poetry Writing
- EH 412 Special Topics in Writing
- EH 414 Creative Nonfiction Writing
- EHL 405 Survey of General Linguistics
- EHL 407 Advanced English Grammar Studies
- CM 2XX Introduction to Public Relations
- CM 4XX Advanced Public Relations
- CM 4XX Public Relations Writing
- CM 4XX Public Relations Campaigns
- CM 409 Contemporary Rhetoric
- EH 413 Special Topics in Technical Writing

DECISION ITEM E-8: University of North Alabama, Bachelor of Science in Engineering Technology (CIP 15.0000)

EXECUTIVE SUMMARY

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

Program Objective: The program objectives are: to provide a foundational background in general sciences as well as a comprehensive background in industrial technologies; and to prepare graduates for positions in industrial operations and management that require a strong knowledge in engineering principles as they relate to industrial manufacturing and maintenance operations.

Role: The proposed program is not within the instructional role recognized for the University of North Alabama (UNA). Approval of the Engineering Technology program will expand the academic subdivision groupings "Engineering Technology" to the baccalaureate level.

Mode of Delivery: Although some courses within the program could be taught by distance education, the nature of the program would necessitate that the majority of the courses would be offered face-to-face.

Similar Programs: The University of West Alabama (15.0000 Engineering Technology, General) is the only other institution that offers a similar program at this level. The University of West Alabama is not in close proximity to UNA. The addition of a BS in Engineering Technology at the University of North Alabama would service north Alabama as well as bordering counties in Mississippi and Tennessee. (Jacksonville State University also has an applied electronics engineering Bachelor of Science degree at CIP 15.0613. Troy has a Bachelor of Applied Science in electronics engineering technology at CIP 15.0303.)

Collaboration: The program proposal states that UNA has no immediate plans to collaborate with other institutions; however, they have begun discussions with both Northwest Shoals Community College and the University of Alabama, and will welcome opportunities to collaborate as the program develops.

Resources: The proposal projected that \$3,038,500 in new funds will be required to support the proposed program over the first five years. A total of \$3,714,040 funds will be available through tuition, extramural funding, and internal reallocations.

Public Review: The program was posted on the Commission website from July 7 through July 27 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. There are no other similar programs at CIP 15.0000 that are in close proximity to UNA.
2. The State of Alabama's manufacturing growth is estimated to be 6 percent and management of companies to be 9 percent. Engineering Technology crosses over both areas.
3. To further the economic development ambitions of northwest Alabama, the region needs programs that are vital to attract and retain new business and industry. In particular, one important element lacking in the higher education curriculum in this region appears to be engineering-related programs at the baccalaureate level.
4. There appears to be sufficient resources to initiate and support the program.

DECISION ITEM E-8: University of North Alabama, Bachelor of Science in Engineering Technology (CIP 15.0000)

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

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

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

Implementation Date: The proposed program will be implemented in January 2016. Based on Commission policy, the proposed program must be implemented by September 11, 2017, 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.

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

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2016-17, will be at least 14, based on the proposal.
2. That the annual average number of graduates for the period 2018-19 through 2020-21 (three-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in 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.

University of North Alabama (UNA) 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, 2021.

- Supporting Documentation:
1. New Academic Degree Program Proposal Summary, attached.
 2. Summary of Background Information, attached.

3. Curriculum for Proposed Program, attached.
4. University of North Alabama proposal, dated June 10, 2015. 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 University of North Alabama

PROGRAM Bachelor of Science in Engineering Technology (CIP 15.0000)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
FACULTY	\$160,000	\$434,000	\$474,000	\$474,000	\$474,000	\$2,016,000
LIBRARY	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$500,000	\$40,000	\$40,000	\$40,000	\$40,000	\$660,000
STAFF	\$37,500	\$37,500	\$37,500	\$37,500	\$37,500	\$187,500
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
TOTAL	\$732,500	\$546,500	\$586,500	\$586,500	\$586,500	\$3,038,500

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$500,000	\$55,000	\$55,000	\$55,000	\$55,000	\$720,000
EXTRAMURAL	\$272,000	\$272,000	\$272,000	\$272,000	\$272,000	\$1,360,000
TUITION	\$90,780	\$226,950	\$363,120	\$453,900	\$499,290	\$1,634,040
TOTAL	\$862,780	\$553,950	\$690,120	\$780,900	\$826,290	\$3,714,040

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	10	25	40	50	55	36
NEW ENROLLMENT HEADCOUNT	10	15	15	15	15	14
						3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	5	10	15	10

Note: The \$500,000 in Year 1 "Internal Reallocations" directly corresponds with the \$500,000 in "Equipment" that is listed in Year 1 expenses. This is a direct offset that was part of the bond issue for the institution's new \$40 million Science and Technology Building.

Attachment 2

Summary of Background Information

Bachelor of Science in Engineering Technology
University of North Alabama

Role: The proposed program is not within the instructional role recognized for University North Alabama (UNA).

Objectives: The program objectives are:

- To provide a foundational background in general sciences as well as a comprehensive background in industrial technologies; and
- To prepare graduates for positions in industrial operations and management that require a strong knowledge in engineering principles as they relate to industrial manufacturing and maintenance operations.

The desired student learning capabilities include:

- An ability to select and apply the knowledge, techniques, skills, and modern tools of the discipline to broadly-defined engineering technology activities.
- An ability to select and apply a knowledge of mathematics, science, engineering, and technology to engineering technology problems that require the application of principles and applied procedures or methodologies.
- An ability to conduct standard tests and measurements; to conduct, analyze, and interpret experiments; and to apply experimental results to improve processes.
- An ability to design systems, components, or processes for broadly defined engineering technology problems appropriate to program educational objectives.
- An ability to function effectively as a member or leader on a technical team.
- An ability to identify, analyze, and solve broadly defined engineering technology problems.
- An ability to apply written, oral, and graphical communication in both technical and non-technical environments; and an ability to identify and use appropriate technical literature.
- An understanding of the need for and an ability to engage in self-directed continuing professional development.
- An understanding of and a commitment to address professional and ethical responsibilities including a respect for diversity.
- An knowledge of the impact of engineering technology solutions in a societal and global context.
- A commitment to quality, timeliness, and continuous improvement.

Administration: The program will be administered by Dr. Carmen Burkhalter, College of Arts and Sciences, Dean; and Dr. Greg Carnes, College of Business, Dean; Engineering Technology Department Chairperson, to be determined (TBD).

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Chief Academic Officers (CAOs). One reviewer did indicate that some of the stated outcomes would be very difficult to achieve, that exploring a strong partnership (if one could be determined) would be very useful, and that in general this type program is a difficult offering.

Accreditation: The program has been created using the standards required the Engineering Technology Accreditation Commission of Accreditation Board for Engineering and Technology, Inc. (ABET). Specifically, the student learning outcomes mirror those required by ABET. The program director will be tasked with seeking accreditation and demonstrate that the program meets the required criteria.

Curriculum: Program Completion Requirements:	
Credit hours required in major courses	39
Credit hours required in minor	0
Credit hours in institutional general education or core curriculum	42
Credit hours required in support courses	18
Credit hours in required or free electives	21
Total credit hours required for completion = 120.	

The proposed program will entail the development of thirteen (13) new three-credit courses.

Program Review and Assessment: The Office of Institutional Research, Planning, and Assessment collects data on program success. Specifically, all programs/departments are required to complete annual reports as well as 5-year reports documenting program success. Program data is also collected as part of the University's Quality Enhancement Plan. In addition to assessing students' learning in course objectives, the student will demonstrate an application of knowledge and skill levels in practical application, particularly in Capstone project work. Job placement data will be collected to track student success. Internships and Capstone projects will be initiated with private sector industries and partners.

Collaboration: The program proposal states that UNA has no immediate plans to collaborate with other institutions; however, they have begun discussions with both Northwest Shoals Community College and the University of Alabama, and will welcome opportunities to collaborate as the program develops.

Distance Education: Although some courses within the program could be taught by distance education, the nature of the program would necessitate that the majority of the courses would be offered face-to-face. Approximately 25 percent of the total program's course offerings will be provided by distance.

Admissions: There are no special admission requirements for the Bachelor of Science in Engineering Technology other than the normal UNA admission requirements. At UNA, unconditional admission requires a composite score of 18 or higher on the ACT or 870 or higher on the SAT AND a GPA of at least a 2.0 (4.0 scale) on a core of 13 high school units.

Need: The University of North Alabama seeks to address present and future needs that serve the vitality of the northwest Alabama region. As a key participant in the economic development of the area, the University of North Alabama must be sensitive to the needs of both new and existing businesses. The economic development ambitions of northwest Alabama are at least partially impeded because the University of North Alabama at present does not offer the range of degree programs that are vital to attract and retain new business and industry.

In particular, the most critical elements lacking in the higher education curriculum in this region are engineering related programs at the baccalaureate level. In examining the potential need for this program, the University of North Alabama met with business and manufacturing leaders, including representatives from: Integrity Institute of Technology, Shoals Entrepreneurial Center, Mayor of Florence, MH Machinery Sales, Navistar, Freight Car America, TVA, Shoals Economic Development Authority, Alabama Technology Network, Flournoy Engineering, and Sigmatek. Other companies in the area that have worked with the College of Business to develop a workforce development pipeline include automotive suppliers (NAL, TASUS, CBC), metal manufacturers (Nucor, Independence Tube, Wise, Carpenter, ATI), process/chemical companies (Hexel, 3M, BP, Solutia,

Daikin, Gavidon), aerospace companies (United Launch Alliance, Boeing, Lockheed-Martin), energy companies (TVA, Calpine, Alabama Power), and others (Fiexco, Trkett, Jack Daniels, Firestone, Navistar, SCA). The purpose of this program is central to our mission to meet the economic development needs of the region.

Career and College Readiness/Preparation – Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	194	204	226	238	250	1,250
State	716	754	794	836	880	4,400
SREB	9,774	10,289	10,830	11,400	12,000	60,000
Nation	40,726	42,868	45,125	47,500	50,000	250,000

The proposers used various sources in compiling the Career and College Readiness/Preparation - Projected Job Openings figures in the table directly above. These data sources were: The North Alabama Industrial Development Association, Alabama Department of Commerce, Shoals Economic Development Authority, Economic Development Partnership of Alabama, Alabama Department of Labor Center on Aging and Work at Boston College, and U.S. Bureau of Labor Statistics.

Student Demand: No survey was conducted; however, the University of North Alabama met with industry leaders throughout the region and compared their responses to regional and national employment trends to arrive at what the proposal terms “a very conservative estimate” for student demand. UNA fully expects that student demand will exceed its estimates.

Faculty:

Current Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 8

Part-time: 2

Additional Faculty to be hired:

Primary Faculty—

Full-time: 4

Part-time: To be determined.

Support Faculty—

Full-time: 0

Part-time: To be determined.

Support Faculty: No further staff support is anticipated.

Equipment: Special equipment is needed. A sample (non-exhaustive) list of essential laboratory equipment is:

- Oscilloscope - Tektronix TDS2024B
- Digital Volt Meter- Tektronix TDS2024B
- Proto Board -Various ETS7000-ROHS
- Power Supply - Extech Electronics
- Function Generator - BK Precision Model 4003A
- Frequency Counter- BK Precision Model 1823A
- Router-Cisco Systems Model2801
- Advanced Photovoltaics Trainer

- Small Wind Power Plants - 370W Outdoor and 300W Indoor Generators with WindSIM Software
- Mill/Lathe Machine-Prolight 3000
- Hardness Tester-Digital Rockwell Model HRS-150
- MaterialTest System-Model651Fatigue Testing Machine-TO Model SM1090
- Vibration Tester-TQ Modei2100E11
- Environmental Oven-Huppert Co. Model293C CNC Machine

These costs are included in attachment 1, estimated new funds required.

Facilities: A new Science and Technology Building will open fall 2015 and will house the Department of Engineering Technology on the first floor.

Library: UNA's collection supporting a Bachelor of Science in Engineering Technology is assessed at the level of 3bE, being a collection that provides resources adequate for imparting and maintaining knowledge about the primary and secondary topics of a subject area. UNA's collection, electronic access, and interlibrary loan possibilities provide excellent resources for this program.

Advancements should be made in areas with Library of Congress call numbers specific to engineering and engineering technology that are applicable to the coursework for this program. The University of North Alabama Libraries are fully committed to obtaining and supporting the information resources needed.

Program Budget: The proposal projected that \$ \$3,038,500 new funds will be required to support the proposed program over the first five years. A total of \$3,714,040 will be available through tuition, extramural funding, and internal reallocations.

Attachment 3

University of North Alabama
 Curriculum Requirements for a Bachelor of Science in Engineering Technology

Course	Credit
A. General Education Component	42
For general education requirements and additional requirements for UNA students, refer to Academic Procedures and Requirements.	
Engineering Technology majors must complete:	
Area II. Literature of the World I (EN 231)	(3)
Literature of the World II (EN 232)	(3)
Ethics (PHL 205)	(3)
Area III. Pre-calculus Algebra (MA 112)	(3)
General Chemistry (CH 111)	(3)
Technical Physics I (PH 251)	(3)
Area IV. Survey of World Civilizations To 1500 (HI 101)	(3)
Survey of World Civilizations Since 1500 (HI 102)	(3)
Communications in a Global Age (COM 205)	(3)
Current Social Problems (SO 222)	(3)
B. Major Core Requirements:	
Introduction to Engineering Technology (ET 100)	3

Computer Aided Drafting and Design (ET 150)	3
Manufacturing Processes (ET 200)	3
Electricity/Electronics Fundamentals (ET 210)	3
Robotics Fundamentals (ET 220)	3
Introduction to Solid Modeling (ET 240)	3
Materials Science (ET 300)	3
Engineering Economics (ET 310)	3
Statics and Strength of Materials (ET 320)	3
Thermodynamics (ET 330)	3
Power Transfer Technology (ET 340)	3
Problem Solving in Engineering Technology (ET 350)	3
Engineering Technology Capstone (ET 495)	3

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Prescribed Supporting Courses:

Informational Systems in Organizations (CIS 236)	3
Technical Writing (EN 339)	3
Occupational Safety and Health (IH 301)	3
Calculus for Business and Life Sciences I (MA 121)	3
Calculus for Business and Life Sciences II (MA 122)	3
Applied Statistics I (MA 345)	3

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C. Minor

A minor is not required for this major.

D. General Elective hours to bring total to 120.

DECISION ITEM E-9: University of North Alabama, Bachelor of Arts in Theatre (CIP 50.0501)

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: To provide extensive study in acting, directing, design, technology and the aesthetic qualities associated with credible theatre production for those intending to enter the business of professional theatre. Additionally, the program objective is to provide thorough study in dramatic literature, history, theory/analysis, and criticism for those intending to pursue graduate studies in theatre. Finally, the program will expose students to diversified literature and style, ensuring that students are prepared to encounter a wide variety of audiences, literature, and performance venues.

The program provides for three options: Acting Concentration, Design/Technology Concentration, and General Theatre Concentration.

Role: The proposed program is within the instructional role recognized for the University of North Alabama (UNA).

Mode of Delivery: There is currently only one option for a distance learning class in the new program. The proposers anticipate offering more of the classes through distance education as the program grows, though the nature of the theatre curriculum would likely preclude this program from being an online education option.

Similar Programs: Currently, there are eight other similar programs at this level. These programs are located at: Alabama State University, Auburn University, Jacksonville State University, University of Alabama, University of Alabama at Birmingham, University of Alabama in Huntsville, University of Montevallo, and University of South Alabama.

There are eight universities in Alabama that offer a baccalaureate degree in theatre, but only one is in the northern part of the state. The addition of a B.A. degree at the University of North Alabama would service north Alabama as well as bordering counties in Mississippi and Tennessee.

Collaboration: There are no immediate plans for collaboration with other institutions; however, the University would welcome such opportunities where appropriate.

Resources: The proposal projected that no (\$0) new funds will be required to support the proposed program over the first five years. A total of \$980,424 will be available through tuition.

Public Review: The program was posted on the Commission website from July 7 through July 27 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. No new funds are required for the implementation of this program.
2. The program provides for three (3) options.
3. Nearly \$1 million is projected to be available via tuition.
4. The Nashville area is a prime region for many of UNA graduates because of its robust performing arts community. Tennessee Department of Labor & Workforce Development data indicates a 12 percent growth in this sector for 2012-2022, which triples the national growth.

DECISION ITEM E-9: University of North Alabama, Bachelor of Arts in Theatre (CIP 50.0501)

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

Staff Recommendation: That the Commission approve the proposed Bachelor of Arts in Theatre.

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

Implementation Date: The proposed program will be implemented in January 2016. Based on Commission policy, the proposed program must be implemented by September 11, 2017, 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.

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

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2016-17, will be at least 11, based on the proposal.
2. That the annual average number of graduates for the period 2017-18 through 2020-21 (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.

University of North Alabama (UNA) 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, 2021.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 11, 2015

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of North Alabama proposal, dated June 10, 2015. 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 University of North Alabama

PROGRAM Bachelor of Arts in Theatre (CIP 50.0501)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-18	2018-19	2019-20	2020-21	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

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$90,780	\$181,560	\$208,794	\$226,950	\$272,340	\$980,424
TOTAL	\$90,780	\$181,560	\$208,794	\$226,950	\$272,340	\$980,424

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	10	20	23	25	30	22
NEW ENROLLMENT HEADCOUNT	10	8	10	13	13	11
DEGREE COMPLETION PROJECTIONS	0	8	8	8	8	8

Attachment 2

Summary of Background Information

Bachelor of Arts in Theatre
University of North Alabama

Role: The proposed program is within the instructional role recognized for the University North Alabama (UNA).

Objectives: The program philosophy is based on the belief that extensive preparation in dramatic literature, history, theory/analysis, criticism, production, acting, directing and design will produce graduates prepared to serve the arts and prepare students for graduate programs in theatre. The program will be structured so that students are required to take a common core of theatre courses, which prepares them as generalists, while choosing a particular concentration.

- The program provides extensive study in acting, directing, design, technology and the aesthetic qualities associated with credible theatre production for those intending to enter the business of professional theatre.
- Additionally, the program objective is to provide thorough study in dramatic literature, history, theory/analysis, and criticism for those intending to pursue graduate studies in theatre.
- Finally, the program will expose students to diversified literature and style, ensuring that students are prepared to encounter a wide variety of audiences, literature, and performance venues.

More specifically the student learning outcomes are:

- An ability to think critically and analytically, and to evaluate critical concepts in the context of a range of individual dramatic works.
- An ability to demonstrate knowledge in acting, directing, design, technology and the aesthetic qualities associated with credible theatre production.
- An ability to demonstrate knowledge in dramatic literature, history, theory/analysis, and criticism.
- An ability to select and apply knowledge of diversified literature and style to a wide variety of audiences, literature, and performance venues.

Administration: The program will be administered by Dr. Carmen Burkhalter, College of Arts and Sciences, Dean; and Dr. Bob Garfrerick, Department of Entertainment Industry, 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. (One reviewer did express a concern about the financial feasibility and number of potential completers for another undergraduate program at CIP 50.0501.)

Accreditation: Accreditation will be pursued with the National Association of Schools of Theatre (NAST).

Curriculum:

Program Completion Requirements:

Credit hours required in major courses	33
Credit hours required in minor	0
Credit hours in institutional general education or core curriculum	41
Credit hours required in support courses	18
Credit hours in required or free electives	28

Total credit hours required for completion = 120.

Program Review and Assessment: The Office of Institutional Research, Planning, and Assessment collects data on program success. Specifically, all programs/departments are required to complete annual reports as well as 5-year reports documenting program success. Program data is also collected as part of the University's Quality Enhancement Plan.

In addition to assessing students' learning in course objectives, the students will demonstrate applications of knowledge and skill levels in practical situations. Further, job placement data will be collected, which will include data on students admitted to graduate study.

Collaboration: There are no immediate plans for collaboration with other institutions; however, the University would welcome such opportunities where appropriate.

Distance Education: There is currently only one option for a distance learning class in the new program. The proposers anticipate offering more of the classes through distance education as the program grows, though the nature of theatre would likely preclude this program from ever being available as an online education option. As the program grows, up to 25 percent of courses may be provided by distance education.

Admissions: There are no special requirements for the Bachelor of Arts in Theatre other than the normal UNA admission requirements. At UNA, unconditional admission requires a composite score of 18 or higher on the ACT or 870 or higher on the SAT and a GPA of at least a 2.0 (4.0 scale) on a core of 13 high school units.

Need: National projections are based upon calculations from the U.S. Bureau of Labor in theatre-related occupations such as actors, producers/directors, and set designers. The combined overall job growth for all of these occupations combined from 2012-2022 is 4 percent. State projections come from the State of the Workforce Report IX: Alabama (June 2015). SREB projections are an approximation based upon the SREB's own analysis that it will comprise 38 percent of the national population during this period. Local statistics represent the Tennessee Valley, and were pulled by the proposers from estimates from the Tennessee Department of Labor & Workforce Development data for the greater Nashville* area, which is a prime region for many of our graduates because of its robust performing arts community. They predict a 12 percent growth in this sector for 2012-2022, which triples the national growth outlook.

Career and College Readiness/Preparation -- Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local*	5,241	5,293	5,346	5,400	5,454	26,734
State	18,616	18,690	18,765	18,840	18,916	93,827
SREB	69,920	70,292	70,505	70,718	70,931	352,366
Nation	184,000	184,980	185,540	186,100	186,660	927,280

Student Demand: The institution states that it has consistently graduated students from the current theatre option housed in the Communication Department, and believes the numbers will increase with the addition of the stand-alone degree. That belief comes from the fact that the institution indicates that it often loses student recruits to other universities because it currently does not offer a B.A. in theatre. Also, from evidence of student interest collected at UNA's career day, UNA's preview day, and the Alabama State Walter Trumbauer Theatre Festival, the institution "can conclude with confidence" that the student demand for such a program is substantial.

Faculty:

Current Primary Faculty—

Full-time: 2

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 1

Part-time: 0

Support Faculty: No further staff support is anticipated.

Equipment: No special equipment is needed at this time.

Facilities: No new facilities will be required specifically for the program.

Library: Considering knowledge of the local collection and all of the data reviewed and outlined, UNA's collection supporting a Bachelor's degree in Theatre is assessed at the level 3bE, intermediate study or instructional support level. This level indicates that the libraries' current collection in the relevant areas is adequate to support advanced undergraduate course work.

Program Budget: The proposal projected that no (\$0) new funds will be required to support the proposed program over the first five years. A total of \$980,424 will be available through tuition.

Attachment 3

University of North Alabama
 Bachelor of Arts in Theatre

Proposed Program Courses

Course Number and Title	Number of Credit Hours	* If New Course
TH 100, Elements of Theatre	3	
TH 220, Acting I	3	
TH 250, Theatrical Design	3	
TH 300, Elements of Theatre II	3	*
TH 310W, Script Analysis	3	
TH 370, Directing I	3	
TH 402, Dramatic Literature I	3	
TH 405, Dramatic Literature II	3	
TH 430, Theatre History I	3	
TH 440, Theatre History II	3	
TH 460, Arts Management	3	

The program will have three options available for students to acquire more focused study:

Option 1: Acting Concentration (TH 200, Voice and Diction; TH 320, Movement for the Actor; TH 335, Acting for the Camera and Digital Media; TH 400, Acting II; TH 480, Topics in Theatre; TH 495, Advanced Performance Projects).

Option 2: Design/Tech Concentration (TH 340, Scene Design; TH 350, Lighting Design; TH 360, Costume Design; TH 380, Stage Management; TH 480, Topics in Theatre; TH 495, Advanced Performance Projects).

Option 3: General Theatre Concentration (TH 200, Voice and Diction; TH 320, Movement for the Actor; TH 400, Acting II; Choose 2 from TH 340, Scene Design, TH 350, Lighting Design, TH 360 Costume Design; Choose 1 from TH 380, Stage Management, TH 470 Directing II, TH 480, Topics in Theatre).

DECISION ITEM E-10: University of Alabama at Birmingham, Doctor of Philosophy in Educational Studies in Diverse Populations (CIP 30.2301)

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 Doctor of Philosophy in Educational Studies in Diverse Populations was developed to prepare professionals who can conduct research and lead innovation that enhances educational and life outcomes for diverse populations.

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

Mode of Delivery: Many of the courses that will be included in this program are offered in an online format.

Similar Programs: There are no comparable programs within the State of Alabama.

Collaboration: No similar programs currently exist for collaboration.

Resources: The proposal projects \$83,250 in new funds will be required to support the proposed program. A projected total of \$254,503 in new funds will be available from tuition.

Public Review: The program was posted on the Commission website from July 7 until July 27 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The program is of highly relevant cultural importance, particularly regarding diversity.
2. The program is unique in the State of Alabama.
3. The program offers candidates three options/concentrations.
4. There appears to be substantive student demand.
5. Peer review states that UAB is well positioned to offer such a program.

DECISION ITEM E-10: University of Alabama at Birmingham, Doctor of Philosophy in Educational Studies in Diverse Populations (CIP 30.2301)

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

Staff Recommendation: That the Commission approve the proposed Doctor of Philosophy in Educational Studies in Diverse Populations.

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

Implementation Date: The proposed program will be implemented in August 2016. Based on Commission policy, the proposed program must be implemented by September 11, 2017, 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 2016-17, will be at least 10 based on the proposal.
2. That the annual average number of graduates for the period 2018-19 through 2020-21 (three-year average) will be at least 3 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 post-doctoral 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 at Birmingham (UAB) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2021.

- Supporting Documentation:**
1. New Academic Degree Program Proposal Summary, attached.
 2. Summary of Background Information, attached.
 3. Curriculum for Proposed Program, attached.
 4. University of Alabama at Birmingham program proposal, received March 16, 2015. 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.
6. Projected Courses for Metropolitan Studies Concentration, Pedagogical Studies Concentration, and Health Disparities Concentration, attached.

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION University of Alabama at Birmingham

PROGRAM Doctor of Philosophy in Educational Studies in Diverse Populations (CIP 30.2301)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
FACULTY	\$14,000	\$14,000	\$17,500	\$17,500	\$17,500	\$80,500
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	\$750	\$500	\$500	\$500	\$500	\$2,750
TOTAL	\$14,750	\$14,500	\$18,000	\$18,000	\$18,000	\$83,250

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$18,472	\$36,944	\$55,416	\$65,678	\$77,993	\$254,503
TOTAL	\$18,472	\$36,944	\$55,416	\$65,678	\$77,993	\$254,503

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	10	20	30	38	42	28
NEW ENROLLMENT HEADCOUNT	10	10	10	10	10	10 3-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	0	2	2	6	3

Attachment 2

Summary of Background Information

Doctor of Philosophy in Educational Studies in Diverse Populations
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: The overarching objective of the intended proposal is to create a Ph.D. program in Educational Studies in Diverse Populations that will investigate the health, socio-cultural, historical, political, and economic disparities that are specific to institutions of education. It will also examine the social and philosophical underpinnings of present educational policy and practice that influence the education of diverse populations within specific communities and in the context of the global community.

More specifically, the proposed program will have three concentrations:

1. The Metropolitan Education Studies concentration will prepare professionals to address issues of diversity within a context specific to large metropolitan areas. This will encompass urban, suburban, and exurban educational institutions, settings, and populations, and involve the study of social theory, and public policy as related to these contexts.
2. The Pedagogical Studies for Diverse Populations concentration will prepare professionals to address the effects of diversity within populations that have specific needs, such as English language learners, students with exceptionalities (gifted and disabled), cultural differences, etc.
3. The Health Disparities within Diverse Populations concentration will prepare professionals to address the key health disparities in education concerning race, ethnicity, language, socioeconomic status, gender and sexual orientation, and linguistic identity.

Assessment: Ongoing assessment and a final five-year evaluation of the proposed Ph.D. program "Educational Studies in Diverse Populations" will be based on the program objectives and outcomes.

The quality and utility of this proposed Ph.D. program will be determined by student learning outcomes and the accomplishments of graduates as related to employment and/or advancement within the entities where they were employed upon entry to this program. The assessment of student learning outcomes will be determined by the following three sources: key assessments in required courses, comprehensive exams, and outcomes on their written dissertation and corresponding oral defense.

Administration: The program will be administered by the School of Education Dean, Dr. Deborah Voltz; and Department of Curriculum and Instruction Chairperson, Dr. Lynn Kirkland and Department of Human Studies Chairperson, Dr. Kristi Menear. The program contact person is Dr. Andrew N. McKnight. The institutional contact person is Mary Beth Adams, Director of External Relations and Academic Planning.

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 votes were received in reviewing the proposal. The proposal was rated favorably with an "overall recommendation for the proposed program" to approve by all four of the evaluators.

Accreditation: This is not currently applicable to the proposed program.

Curriculum: Program Completion Requirements:

Credit hours required in the core: 12 credit hours
Credit hours required in research methods: 12-18
Credit hours required in the concentration: 12-36

Credit hours related to the dissertation, 24
Total Credit hours: 60-90 credit hours

The wide range of total credit hours takes into account that some candidates may have prior coursework that would place them at the low end for necessary courses toward the concentration. Additionally, some candidates may have graduated from Master's or Educational Specialist programs that required greater or fewer research courses, thus meeting or not meeting some of the prerequisites, respectively.

New courses that will be added to the UAB curriculum specifically for this program are:

EDF 711 Educational Studies in Diverse Populations: Theories of Inquiry: 3 credits
EDC 750 Pedagogical Studies in Diverse Populations: 3 credits
EDF 705 Education and Metropolitan Life: 3 credits
KIN 711 Health and Fitness Disparities in Diverse Populations: 3 credits

Collaboration: No similar programs currently exist for collaboration. There is no doctoral program in this state that is specifically designed to meet the educational needs of diverse populations.

Distance Education: Many of the courses that will be included in this program are offered in an online format. Although the program initially will not be delivered totally online, an online format will be seriously considered for a significant portion of the coursework.

Admissions: The following indicators are considered by the Doctoral Program Admissions Committee when determining program admission:

- Previous graduate degrees
- Writing assessment - Professional goal essay
- MAT or GRE scores:
 - Miller Analogies Test (MAT): Score at 50th percentile or higher
 - Graduate Record Exam (GRE): Score at 50th percentile or higher
- GPA (3.25 on previous graduate work)
- Professional experience - preferred at least 3 years
- Recommendations
- Presentations at state, regional, and national conferences
- Publications
- Professional involvement
- Interview with faculty

The decision to admit students to the Doctoral Program in Educational Studies in Diverse Populations is made on recommendation of the Doctoral Program Admissions Committee. By taking this step the Committee indicates its confidence in the ability and preparation of the students to complete the requirements for the degree.

Need: These projections make use of the Bureau of Labor Statistics Standard Occupational Code (SOC) system, which is parallel to the CIP system used in higher education. Hanover Research (HR) used these linked systems in preparing estimates of job openings associated with the CIP code for this program. According to the report prepared by HR in 2013, there will be an average of 2,135 annual openings (reflecting growth and replacements) in jobs at the state level associated with this program's CIP code, for the years 2010-2020. These data were obtained by HR from the Alabama Department of Labor.

Local estimates were derived from state estimates based on the percentage of Alabamians who live in the Birmingham metropolitan area in relation to the population of the state. The associated job titles typically require a terminal degree (post-secondary administrators and post-secondary teachers), HR projects that an average of 130 such openings will be available annually at the state level.

At the regional level (Alabama, Arkansas, Georgia, Louisiana, Mississippi), HR projects that an average of 18,708 job openings associated with this program's CIP code will be available annually, 2010-2020.

This information was obtained by HR from each state's Department of Labor.

Examining specifically those job titles that typically require a terminal degree (post-secondary administrators and post-secondary teachers), HR projects that an average of 1,150 such openings will be available annually at the regional level. At the national level, HR projects that an average of 115,670 job openings associated with the program's CIP code will be available annually, 2010-20.

Upon further review of those job titles that typically require a terminal degree (post-secondary), HR projects that an average of 6,910 such openings will be available annually at the national level. The national estimates were based on the national employment projections for instructional development-related careers; these data were also derived from the Bureau of Labor Statistics. In consideration of all this general and specific "need" information, the following projected job openings are shown in the table directly below.

Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	31	31	31	31	31	155
Nation	6,910	6,910	6,910	6,910	6,910	34,550
SREB	1,170	1,170	1,170	1,170	1,170	5,850
Alabama	130	130	130	130	130	650

Student Demand: Using the survey instrument Qualtrics, a student interest survey was sent to 9,417 UAB School of Education alumni and current students. A total of 534 responses were received with 382 indicating that they would be interested in pursuing the proposed Ph.D. Of the 382, 55 percent indicated "extensive or "some" interest in the Metropolitan Studies concentration, 74 percent in the Pedagogical Studies concentration, and 65 percent in the Health Disparities concentration, respectively. The responses to the program's delivery method were varied, with some preferring a more traditional on campus experience, some preferring a blended or more fully online experience, and some preferring occasional extended courses offered evenings and weekends.

Of the total responses 154 indicated that they would be "definitely" likely to enter such a program in the next five years with an additional 244 indicating that they would "perhaps" be likely to enter such a program in the next five years. The overwhelming majority, 53 percent, stated that they would like 2016 as their start date and 25 percent stated that it would be 2017. Further, 60 percent reported they would likely be pursuing the degree part-time, with 20 percent indicating a preference for full-time enrollment.

Resources:

Faculty:

Current Primary Faculty—
 Full-time: 12
 Part-time: 0

Support Faculty—

Full-time: 3
 Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

The proposers state that there will be no need for additional faculty in the first five years of program implementation.

Support Staff: Additional support will be available by the following entities: UAB Graduate School, Center for Teaching and Learning, Lister Hill Library, Mervyn H. Sterne Library, School of Education Academic Advising, Center for Educational Accountability, Center for Urban Education, and Minority Health & Research Center.

Assistantships: Given that most of the students will be part-time and employed, the program will not be offering any assistantships at the outset. It is anticipated to do so as the program grows and as funds may become available.

Equipment: Existing technological support should be sufficient to support this program.

Facilities: No new facilities will be necessary for this program.

Library: The UAB Libraries are comprised of Mervyn H. Sterne Library and Lister Hill Library of the Health Sciences. Mervyn H. Sterne Library opened for service in January 1973 at its present location and was expanded in 1987. As the major academic research library for UAB, Sterne Library meets the informational needs of the University community and supports opportunities for collaborative learning, cultural activities, and social engagement for all users through access to content resources and the innovative use of technology. The Library now houses a collection of over 1.8 million items to support teaching, scholarship, research, and service. Sterne Library's collection contains print monographs and periodicals, microforms, sound and video recordings, digital collections and electronic access to journals and books.

In addition to the collection housed at the Sterne Library, faculty and students at UAB have access to materials at several other area institutions such as Birmingham Southern College, Samford University, and the University of Montevallo as a part of our membership agreement with the Birmingham Area Consortium for Higher Education. Through our reciprocal borrowing agreements, students and faculty have access to materials at universities throughout the State of Alabama, including Auburn University and the University of Alabama.

Program Budget: The proposal projected that new \$83,250 funds will be required to support the proposed program. A projected total of \$254,503 will be available from tuition.

Attachment 3

University of Alabama at Birmingham
 Doctor of Philosophy in Educational Studies in Diverse Populations
 (This sample is based on the Pedagogical Studies Concentration.)

	Semester	Part-Time 2 courses per semester	Full-Time 3 or 4 courses per semester
1st Year	Fall	Diversity Core Course Pedagogical Core Course	Diversity Core Course Pedagogical Core Course 1st Research course (e.g., EPR 609) [2nd Research course (e.g., EPR 596)]
	Spring	Metropolitan Core Course Health Disparities Core Course	Metropolitan Core Course Health Disparities Core Course 2nd Research course (e.g., EPR 596) [3rd and/or 4th Research course, e.g., EPR 692, and EPR 710 or 792, respectively]
	Summer	Admission to Concentration 1st and 2nd Research Course (e.g., EPR 609, EPR 596)	Admission to Concentration 3rd and/or 4th Research course (e.g., EPR 692, and EPR 710 or 792) OR 2 courses in Concentration (e.g., ECE 760 & EHS 710)
2nd Year	Fall	3rd and 4th Research Course (e.g., EPR 692, and EPR 710 or 792)	3 to 4 courses in Concentration (e.g., ECT 720, EDC 706 EDC 655)
	Spring	2 courses in Concentration (e.g., ECE 760 and EHS 710)	3 to 4 courses in Concentration (e.g., EEC 673, MPA 675, EDF 720)
	Summer	2 courses in Concentration (e.g., ECT 720, EDC 706)	2 courses in Concentration (e.g., EDC 760 - 3-6 credits) and the Comprehensive Exam
3rd Year	Fall	Two courses in Concentration (e.g., EDC 655, EEC 673)	Advance to Candidacy Dissertation Seminar (3 credits) Dissertation Research (6 credits)
	Spring	Two courses in Concentration (e.g., MPA 675, EDF 720)	Dissertation Research (at least 6 credits with 9 credits of qualifying research courses) Dissertation Defense
	Summer	2 courses in Concentration (e.g., EDC 760- 3-6 credits) and the Comprehensive Exam	
4th Year	Fall	Advance to Candidacy Dissertation Seminar (3 credits)	
	Spring	Dissertation Research (6 credits)	
5th Year	Fall	Dissertation Research (3 credits with at least 9 credits of qualifying research courses previously taken)	
	Spring	Dissertation Research (3 credits) Dissertation Defense	

NOTE: Students who are not native speakers of English must also take academic English language development courses until reaching the levels of oral and writing assessments required by UAB's Graduate School.

Projected Courses for the Three Concentrations

Projected Courses in Metropolitan Studies Concentration (12-36 credits)

EDF 600 Urban Education
EDF 602/702 Critical Social Issues in American Education
EDF 604/704 Social Philosophies and Education
EDF 605 Educational Foundations and Urban Life
EDF 606/706 Social Movements in Education
EDF 608/711 Theories of Learning
EDF 616/716 Comparative Education
EDF 620/720 Culture and American Education: Race Class and Gender
EDF 691/750 Special Problems in the Foundations of Education (recommended)
EDF 697/797 Individual Readings in Foundations of Education/Independent Studies (recommended)
EDF 698/798 Individual Research in Foundations of Education (recommended)

Up to 12 credits in courses within the other two concentrations

EDC 713 Educational Issues and Human Diversity
EDC 732 Culturally & Linguistically Relevant Instruction
ECG 628 Social and Cultural Diversity

Up to 12 credits in courses taught outside of the SOE

ANTH 615 Ethnographic Field Methods
ANTH 641 Anthropology of Human Rights
HY 601 Historiography
HY 632 Seminar in U.S. Urban History
MPA 675 Equity and Diversity in Public Policy
SOC 716 Social Stratification
SOC 755 Race and Ethnic Relations

Projected Courses in Pedagogical Studies Concentration (12-36 credits)

EDC 750 Introduction to Pedagogical Studies, 1 credit (REQUIRED)
EDC 760 Doctoral Seminar in Pedagogical Studies, 3-6 credits (REQUIRED)
EDC 790 Directed Readings in Research, 3-6 credits (RECOMMENDED)
ECE 730 Doctoral Seminar I: Issues in Development Theory
ECE 731 Doctoral Seminar II: Children and Society
ECE 732 History of Early Childhood Education
ECE 735 Meaning and Development of Play
ECE 737 Parent Child and School Interface
ECE 738 The Consultation Process and the Young Child
ECE 748 Research in Infancy
ECE 749 Advanced Early Childhood Curriculum
ECE 750 Literacy Before School
ECE 751 School and Literacy Instruction
ECE 752 Theory/Res Literacy Dev Instr
ECE 760 Current Issues in Education
ECE 774 Advanced Seminar in Language Development
ECE 792 Directed Readings in Research
ECT 720 Universal Design for Learning
EDC706 Dynamics of Educational Change
EDC 707 Introduction to Teacher Leadership
EDC 711 Analysis and Evaluation of Teaching
EDC 712 Seminar in Curriculum and Instruction
EDC 713 Educational Issues and Human Diversity
EDC 720 Problems and Issues in Education

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EDC 731 Curricular Design and Implementation
EDC 732 Culturally & Linguistically Relevant Instruction
EDR 701 Advanced Diagnosis and Remediation of Reading
EDR 702 Reading: Theoretical Foundations
EDR 703 Advanced Research in Reading
EDR 704 Field Experience in Reading
EDR 705 Reading Instruction Seminar
EDR 706 Research in Reading
EHS 710 Creative Teaching in Secondary School
EHS 720 Individual Research in Education
EPR 700 Data-based Decision Making
ECE 630 Cognitive Curriculum
ECE 631 Program for Young Children
ECE 632 Young Children and Their Literature
ECE 633 Social Development of the Young Atypical Child
EDC 651 Innovative Practices in Curriculum
EDC 655 Curriculum Principles and Practices
EDR 640 Reading Improvement Workshop
EDR 654 Assessment, Evaluation, and Correction Reading Diff.
EDR 655 Reading Assessment and Evaluation
EDR 656 Reading Strategies for Students with Reading Diff.
EDR 659 Research and Problems in Reading
EDR 692 Internship in Supervision of Reading
EEC 625 Critical Pedagogy in P-6 Education
EEC 670 Studying the Child in School
EEC 673 Teaching in a Multicultural Society
EEC 692 Curriculum Projects
EEC 695 Practicum Supervision in EEC
EESL 612 Curriculum, Programs, & policies
EESL 613 Teaching ESL in a Multicultural Society
EESL 617 Teaching English in a Global Context
EESL 620 Special Topics
EESL 627 Teaching Adult Language Learners
EESL 637 Methods Teaching English as an International Language
EESL 647 Instruction and Assessment: Reading/Writing
EESL 657 Instruction and Assessment: Listening/Speaking
EESL 660 Research in ESL
EESL 677 Field Studies
EHS 651 Innovative Practices in Teaching in Secondary School
EHS 653 Current Issues in Secondary Education
EHS 681 Special Topics in Education
ECY 689 Advanced Topics in Special Education
ECY 661 Nature and Needs of Visual Impairments
ECY 635 Foundations of Early Childhood Special Education
ECT 625 Positive Behavioral Supports
ECT 700 Autism Spectrum Disorders: Intra
ECT 626 Assistive and Instructional Technology
ECT 627 Collaborative Process
ECT 628 Legal Issues and Trends

Up to 12 credits in courses within the other two concentrations

EDF 600 Urban Education [700 cross-listing request is pending.]
EDF 620/720 Culture and American Education: Race Class and Gender

Up to 12 credits in courses taught outside of the SOE

ANTH 615 Ethnographic Field Methods
MPA 675 Equity and Diversity in Public Policy

SOC 716 Social Stratification
SOC 755 Race and Ethnic Relations

Projected Courses in Health Disparities Concentration (12-36 credits)

HE 610 Foundations of HE
HE 621 Health Communication
HE 631 Planning & Implementing HE Programs
HE 632 Administration of Health Ed Programs
HE 640 Content Issues
HE 641 Content Issues II
HE 642 Health Behavior & Hlth Ed
HE 689 Methods & Materials for Planning He Programs
HE 691 Special Topics in HE
HE 692 Supervised Research in HE
HE 693 Advanced Field Ex in HE
HE 697 Evaluation of HE Programs
HE 699 Thesis Research HE 700 HE Seminar
HE 702 Supervised Res in HE
HE 705 Advanced Theoretical & Scientific Basis of Health
HE 710 Planning & Admin of HE & HP Programs
HE 720 Eval of HE/HP Programs
KIN 637. Physiology of Exercise I
KIN 638. Physiology of Exercise II
KIN 694. Special Projects in Kinesiology
KIN 697. Advanced Field Experience in Kinesiology

Up to 12 credits in courses within the other two concentrations

EDC 713 Educational Issues and Human Diversity
EDC 732 Culturally & Linguistically Relevant Instruction
ECG 628 Social and Cultural Diversity

Up to 12 credits in courses taught outside of the SOE

HB 635. Communities, Families, and Health
SOC 731. Health Disparities among Children and Adolescents
SOC 755. Race/Ethnicity and Health
SOC 756. Gender and Health
SOC 775. Place and Health
SOC 786. Health Disparities

DECISION ITEM E-11: University of South Alabama, Master of Science in Sport Management (CIP 31.0504)

EXECUTIVE SUMMARY

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

Program Objective: The proposed Master's degree program in Sport Management at the University of South Alabama (USA) aims to expand the professional knowledge, skills, and abilities of current and future sport event managers employed across a wide spectrum within the sport industry.

Role: The proposed program is not within the instructional role recognized by the Commission for the University of South Alabama (USA). Approval of the MS in Sport Management will expand the academic subdivision grouping "Parks, Recreation, Leisure, and Fitness Studies" to the Master's level.

Mode of Delivery: The 30-hour program will be delivered entirely online.

Similar Programs: The proposed MS in Sport Management at USA exclusively emphasizes sport management from an event administration perspective which is the main context for course content and makes this program different from the two university programs in the State of Alabama. The proposed program also distances itself from other sport management programs by emphasizing the three distinct phases found in event management studies; event conceptualization, event development, and event execution and how these phases may or may not be transferable amongst different sized sporting events.

Collaboration: The University of South Alabama recognizes the value of collaborating with other institutions and the possibility of integrating international and in-state transient course offerings, study abroad programs, and student exchange as the opportunities present themselves.

Resources: The proposal projected that \$7,350 in new funds will be required for the program in the first five years, and that \$587,880 will be available over the same period through tuition.

Public Review: The program was posted on the Commission website from July 7 until July 27 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. Minimum additional resources are required in order to offer this master's degree. 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. Expertise in this discipline is highly important to the region and the State of Alabama.

DECISION ITEM E-11: University of South Alabama, Master of Science in Sport Management (CIP 31.0504)

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

Staff Recommendation: That the Commission approve the proposed Master of Science (MS) in Sport Management with the post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in January 2016. Based on Commission policy, the proposed program must be implemented by September 11, 2017, 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 2016-17, will be at least 10, based on the proposal.
2. That the annual average number of graduates for the period 2017-18 through 2020-21 (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.

The University of South Alabama will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than February 1, 2021.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of South Alabama program proposal, received May 5, 2015. Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION University of South Alabama

PROGRAM Master of Science in Sport Management (CIP 31.0504)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$190	\$200	\$210	\$220	\$230	\$1,050
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$1,900	\$1,900	\$1,250	\$1,250	\$0	\$6,300
TOTAL	\$2,090	\$2,100	\$1,460	\$1,470	\$230	\$7,350

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$10	\$0	\$0
TUITION	\$74,520	\$115,920	\$132,480	\$132,480	\$132,480	\$587,880
TOTAL	\$74,520	\$115,920	\$132,480	\$132,480	\$132,480	\$587,880

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2016-17	2017-18	2018-19	2019-20	2020-21	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	10	17	20	19	19	17
NEW ENROLLMENT HEADCOUNT	10	10	10	10	10	10 4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	0	4	4	4	4	4

Attachment 2

Summary of Background Information

MS in Sport Management
University of South Alabama

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

Description and Objectives: The proposed Post Baccalaureate Master's degree program in Sport Management at the University of South Alabama (USA) aims to expand the professional knowledge, skills, and abilities of current and future sport event managers employed across a wide spectrum within the sport industry. The 30-hour program will be delivered entirely online. The candidate wishing to advance and/or obtain sport leadership positions will benefit from the proposed curriculum that emphasizes the study of sport event management. The program will emphasize managerial functions which include planning, organizing, leading and evaluating and the application of these functions relative to sporting events.

The student learning outcomes are aligned with guidelines established by the Commission on Sport Management Accreditation (COSMA), a national accrediting body whose purpose is to recognize excellence in sport management education in college and universities at the baccalaureate and graduate levels.

Upon completion of the MS in Sport Management the graduate will meet the following student learning outcomes:

1. Identify current issues in the sport industry and develop strategies to problem solve social, cultural, political, economic, and environmental issues as they relate to sport event and organizational management.
2. Recall knowledge and apply concepts learned in coursework from core and specialized facility and event, financial, legal, marketing, social and ethical areas of study.
3. Be able to review sport literature and interpret research study findings, develop research designs and apply appropriate research methodologies to advance knowledge in athletic events and sport spectator situations.
4. Be able to analyze sport management cases, apply theoretical principles, collect data, and utilize statistical applications to make effective sport and recreation event programming decisions.
5. Understand managerial function applications to plan, organize, lead, and evaluate sport event and organization effectiveness by passing a comprehensive exit exam.

Assessment: The program and its outcomes will be evaluated on several levels outlined below:

- College of Education will track enrollments and completion rates through its College Assessment Committee and the Dean's Administrative Council.
- The University's Office of Institutional Research, Planning, and Assessment (IRPA) will complete a self-evaluation of the program every 4 years and track learning outcome success rates, graduation success rates, and survey data collection of graduating seniors and graduates of the program to determine employment success and the locations where graduates are employed.
- One year after the first cohort graduates annual surveys of alumni and employers of graduates to determine the perceptions of both alumni and employers concerning quality of training will take place.
- Academic accreditation of the program will be pursued through the Commission on Sport Management Accreditation (COSMA) after students in the first two cohort groups have graduated.

The proposers report the following Commission on Sport Management Accreditation (COSMA) assessment measurement tools to be used:

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Direct:

- Academic work products – papers, portfolios.
- Class assignments- case studies, business and facility plans.
- Comprehensive exams- given to all students after completion of program coursework.
- Standardized exams.

Indirect:

- Internship supervisor evaluation.
- Reflections on experiences (e.g., internship).
- Focus groups.
- Alumni surveys.
- Exit surveys.

Administration: The program will be administered by the College of Education, Dean: Dr. Richard B. Hayes, and the Department Health, Physical Education & Leisure Studies; Chairperson: Dr. John E. Kovaleski.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). Three members of the ACGD participated in the final vote. Two voted to approve the proposal; one to disapprove. The reasons cited by the disapproving institution entailed limited opportunities for professionals in the field and the lack of strong differentiation from other programs. In response, the proposers state that the specialized structure of the proposed program is seen by noting that four courses are named with “sport event” in the course title. According to the review response, this modification more clearly illustrates the nature and content of the course and its focus on sport event management.

Accreditation: Student learning outcomes are aligned with guidelines established by the Commission on Sport Management Accreditation (COSMA), a national specialized accrediting body whose purpose is to recognize excellence in sport management education in college and universities at the baccalaureate and graduate levels. Application for COSMA accreditation will be processed to align program areas against the eight COSMA Principles to ensure that students receive a quality educational experience.

Curriculum: The program will have the following requirements:

SM 572	Sport Event Law & Risk Management	3 Hours
SM 575	Sport Leadership and Organizational Behavior	3 Hours
SM 584	Sport Event Marketing & Media	3 Hours
SM 586	Sport Event & Facility Management	3 Hours
SM 594	Sport Event Business & Finance	3 Hours
SM 595	Social and Ethical Issues in Sport Management	3 Hours

Existing Courses Required for Program

IDE 510	Educational Research and Evaluation	3 Hours
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Program Options (9 Hours)

Option 1- Thesis

IDE 620	Quantitative Methods I	3 Hours
SM 599	Thesis	6 Hours

Option 2 – Non-Thesis

HPE 500	Administration of Sport/Health/PE	3 Hours
SM 598	Internship	3 Hours
Approved Elective		3 Hours

All students are required to take IDE 510, SM 575, and SM 586 in Fall semester first year; SM 584 and SM 594 Spring semester first year; SM 572 and SM 595 in Summer semester first year for a total of 21 hours required courses.

Second year of study requires students to select either a thesis or non-thesis option for 9 hours. If student elects to enroll in SM 598 Sport Event Internship (150 contact hour minimum) they must complete HPE 500 and an advisor approved 3-Hour elective graduate level course. If student elects the 6 hours of Thesis, SM 599 the IDE 620 course is required.

Total credit hours: 30

Collaboration: The University of South Alabama recognizes the value of collaborating with other institutions and the possibility of integrating international and in-state transient course offerings, study abroad programs, and student exchange as the opportunities present themselves. Program graduates seeking a terminal degree in Sport Management may be positioned to enroll in the PhD Sport and Fitness Management program offered at Troy University. There are no costs associated with this collaboration.

Distance Education: The program will be offered 100 percent online with the SAKAI Learning Management System (LMS) used to disseminate course material, assignments, and communication. Because the Sakai LMS is already in use there are no additional costs to implement.

Admissions: Each applicant must be qualified for admission to the Graduate School with a bachelor's degree from an accredited institution of higher education and the required minimum GPA for regular or conditional admission. No specific undergraduate major is required for entrance. Students should show demonstration of previous coursework related to but not limited to areas of study in organizational administration, communication, finance, marketing, event and facility management, ethics, sport law, and similar content areas. Applicants should demonstrate potential for management as evidenced by work experience, and community, extracurricular or other experiences. An appropriate advanced degree may be used in lieu of other requirements for regular standing. In addition the following information is required:

- Submission of scores on the GRE or MAT is required for admission.
- Official transcripts from all institutions attended.
- Submission of a resume with chronology of professional employment.
- Student narrative on the prospective student's career goals and purpose for graduate study.
- Two letters of recommendation attesting to the prospective student's scholarship and/or professional skills and abilities.

Need: There is an institutional need for a M.S. in Sport Management at the University of South Alabama as evidenced by the number of student inquiries and positive general interest survey study responses. In addition, the program would meet the University goal to enhance community engagement by providing services to area organizations and collaboration on projects. By conducting sport event research for community and regional sport organizations a valuable service will be provided and allow an opportunity for program students to engage in experiential learning and develop a deeper understanding of the sport event industry.

At the national level, the sport industry is vast with an estimated size of \$485 billion (Plunkett Research, 2015). In the State of Alabama, the sport industry landscape is substantial as well with career opportunities in the following sectors: college athletics including events held in Mobile such as the Senior Bowl and the GoDaddy Bowl, youth sports, minor league team sports, community parks and recreation agencies, hunting and fishing, motorsports, various sport specific tournaments, and many for-profit private businesses.

The anticipated building of sport venues in Mobile and Baldwin counties and use of existing facilities to host area sport contests to further accommodate the growing popularity of sports continues to mount in the local landscape. Two new amateur volleyball tournaments (80-100 teams) are slated to be hosted in the spring of 2015 at the Mobile County Fairgrounds and Arthur Outlaw Convention Center.

A Mobile County Soccer and Sportsplex (\$40.5 million) and similar outdoor soccer field spaces are being built in Foley, Daphne, and Fairhope Alabama to host some of the 15,000 Alabama Soccer Association registered players who are anticipated to participate in soccer tournaments on the Gulf Coast. Once construction is completed, these facilities will require qualified sport event managers. The proposed program responds to the growing need for advanced training in the development of mid-level and senior management practitioners while utilizing real world examples offered by the partnerships already in place while assisting in the development, delivery, and promotion of sport event programming and facility operations anticipated along the Gulf Coast.

The various sport career opportunities along the Gulf Coast are directly linked to an economic benefit as well. South Alabama Department of Health, Physical Education and Leisure Studies (HPELS) faculty members have conducted various economic impact and facility feasibility studies in the local area including the Senior Bowl and the GoDaddy Bowl and served as consultants for a number of other sport event, and facility projects. Analyses indicated an economic impact of \$14 million to \$19 million for the Senior Bowl and \$17 million for the GoDaddy Bowl respectively. Studies of the 2015 Senior Bowl's economic and destination marketing impacts are in progress along with three amateur sporting event and two road race studies, which are utilized as learning tools for students in the LS undergraduate sport management concentration.

Other local sport and recreation organizations and University of South Alabama athletics have benefitted from numerous further marketing, cultural, and risk management event studies that Leisure Studies students have been asked to assist in. The same exposure to these studies and future investigations would likewise benefit anticipated graduate students enrolled in the MS degree program.

Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Local	33	33	33	33	33	165
State	271	271	271	271	271	1355
SREB	6,505	6,505	6,505	6,505	6,505	32,525
Nation	18,070	18,070	18,070	18,070	18,070	90,350

Student Demand: Students were asked to indicate if they were interested in pursuing a Master's degree in general and also specifically at the University of South Alabama. Likewise, students were asked to indicate their content delivery method preference. There were 260 surveys sent, and 222 responses. The survey participation rate was 85.4 percent.

Respondents reported: 64 percent were interested in pursuing a Master's degree; 55 percent indicated they were interested in pursuing a Master's degree at the University of South Alabama; and 57 percent of the students indicated they preferred a blended content delivery format with face-to-face and online delivery.

Students were also asked to indicate how a Master's Sport Management degree would benefit their current and future employment opportunities and advancements. Respondents reported: 98 percent indicated a M.S. in Sport Management better qualified them for entry in the sport industry; 90 percent indicated a M.S. in Sport Management better qualified them for positions in higher education; 80 percent indicated a M.S. in Sport Management better qualified them for administrative roles in their current sport industry position(s); and 92 percent indicated a M.S. in Sport Management better qualified them for future administrative positions in the sport industry

Regarding sport industry positions, advancements, and opportunities associated with a Master's Sport Management degree: 83 percent of the respondents strongly to moderately indicated a M.S. in Sport Management would increase the likelihood of securing better positions in the sport industry; 87 percent of the respondents strongly to moderately indicated M.S. in Sport Management would strengthen opportunities for employment; 86 percent of the respondents strongly to moderately indicated a M.S. in Sport Management would provide opportunities for career advancement; and 73 percent of the respondents strongly to moderately indicated a M.S. in Sport Management is important for advancement in the sport industry.

Resources:

Faculty:

Current Primary Faculty—

Full-time: 2
Part-time: 0

Support Faculty—

Full-time: 0
Part-time: 0

Note: A faculty search is ongoing for a third sport management faculty member to share instructional responsibilities in the program. This position is not classified as a new faculty position but a previously existing faculty assignment.

Primary Faculty—

Full-time: 0
Part-time: 0

Support Faculty—

Full-time: 1
Part-time: 0

Support Staff: No additional support staff will be required.

Fellowships and Assistantships: None. No new assistantships or fellowships are anticipated being offered.

Equipment: Equipment necessary for this program includes video conferencing, audio conferencing, webcams, laptop computers, desktop computers, and an online Learning Management System.

Currently, the College of Education has video and audio conferencing equipment available. In addition, faculty members have webcams, laptop computers, desktop computers, and access to SAKAI which is open to all students enrolled at the University of South Alabama.

As technology continues to evolve, additional equipment may be required to enhance the delivery of the program. When these advances occur, the University of South Alabama will evaluate the investment of resources in these new technologies.

Facilities: The MS in Sport Management would be housed in the HPE Building (HPELS Department) on the University of South Alabama main campus. No renovations or additions are needed.

Library: There are no current deficiencies because the library has open access to the Sport Discus database and has subscriptions to the Journal of Sport Management and Sport Marketing Quarterly which will be used for course purposes. Costs and Financial Support of the Program includes a subscription to the Sport Business Journal for literature support.

Program Budget: The proposal projected that \$7,350 will be required for the program in the first five years, and that \$587,880 will be available over the same period through tuition.

Attachment 3

**University of South Alabama
 Master of Science in Sport Management**

Proposed Curriculum by Semester

			Hours
I. Research and Evaluation (3 Hours)			
IDE 510	Educational Research and Evaluation	(Fall Year 1)	3
II. Area of Specialization (18 Hours)			
SM 572	Sport Event Law and Risk Management	(Summer Year 1)	3
SM 575	Sport Leadership and Organizational Behavior	(Fall Year 2)	3
SM 584	Sport Event Marketing and Media	(Spring Year 1)	3
SM 586	Sport Event and Facility Management	(Fall Year 1)	3
SM 594	Sport Event Business and Finance	(Spring Year 1)	3
SM 595	Social and Ethical Issues in Sport Management	(Summer Year 1)	3

Choose Either the Thesis or Non-Thesis Option Below:

III. Thesis Option (9 hours)			
IDE 620	Quantitative Methods I	(Fall Year 2)	3
SM 599	Thesis	(Spring Year 2)	6
IV. Non-Thesis Option (9 hours)			
HPE 500	Administration of Sport/Health/PE	(Spring Year 2)	3
SM 598	Internship	(Spring Year 2)	3
_____	Advisor Approved Elective		3

Total Credit hours = 30.

	Fall	Spring	Summer
Year 1	IDE 510 SM 586	SM 584 SM 594	SM 572 SM 595
Year 2	SM 575 IDE 620 if taking SM 599 Or Approved Elective if taking SM 598	HPE 500 SM 599 Or SM 598	

DECISION ITEM F-1: Alabama Southern Community College, Addition of an Option in Welding Technology to the Existing AAS in Industrial Engineering Technology (CIP 15.0612)

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

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

Background: Alabama Southern Community College (ALS) currently has the Associate of Applied Science (AAS) in Industrial Engineering Technology at CIP 15.0612 in the Commission's Academic Program Inventory. ALS has proposed the addition of an option in Welding Technology to the existing program.

The program with the proposed option will require a total of 66 semester hours (sh):

General Education	24 sh
Program Core	18 sh
Option	24 sh
Electives	0 sh
Total	66 sh

The program core includes courses in Basic Electricity; Fluid Power Systems; Introduction to Instruments and Process Control; Math for Industrial Technicians; Elements of Industrial Mechanics; and National Center for Construction Education and Research (NCCER) core. (The NCCER core is a three credit course designed to provide students with knowledge and skills related to multi-craft technicians in a variety of fields. Information in this course is based on the NCCER core curriculum and prepares students to test for the NCCER credential.)

Courses in the proposed Welding Technology option include SMAW (Shielded Metal Arc Welding) Fillet; SMAW Fillet/PAC/CAC; GMAW (GAS Metal Arc Welding); SMAW Groove; and an elective.

Adding a Welding option under the Industrial Engineering Technology Program will make graduates more attractive to industry. During recent Advisory Council meetings, industry leaders expressed the need for multi-crafted, entry level workers. Often ALS graduates have the opportunity to start out on the construction side and move into the operational side in the pulp and paper industry. The additional core courses will better prepare the graduates for these opportunities.

The welding option in conjunction with the Industrial Engineering Technology core courses will arm ALS graduates with the skills they need to secure jobs in the future in the institution's service area and in other regions.

Budgetary Impact: NONE. No additional funds will be needed.

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-2: Auburn University, Addition of an Option in Earth System Science to the Existing BS Geology (CIP 40.0601)

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

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

Background: Auburn University (AU) currently has the Bachelor of Science (BS) in Geology at CIP 40.0601 in the Commission's Academic Program Inventory. AU has proposed the addition of an option in Earth System Science to the existing program.

The program with the proposed option will require a total of 122 semester hours (sh):

General Education	42 sh
Program Core	23 sh
Electives	16 sh
Option	41 sh
Total	122 sh

The program core includes courses in Dynamic Earth (4sh); Earth & Life Through Time (4sh); Mineralogy & Optical Crystallography (5sh); Principles of Paleontology (3sh); Global Information Systems (4sh); and Senior Seminar (3sh).

Courses in the proposed option are: Evolution and Systematics (3sh); Ecology (4sh); Geomorphology (3sh); Lunar and Planetary Geology (3sh); Climatology (3sh) and several choices from a menu of other courses.

The proposed additional degree option will serve the needs of more students in two ways: (1) with its more flexible curriculum, the Earth System Science option will attract a wider range of students than those committed to traditional geology career paths. In the process of selecting courses according to their individual needs and preferences, students will come to appreciate the interconnections between the different components – the lithosphere, atmosphere, hydrosphere, and biosphere – that make up the integrated Earth system. The institution asserts that this will make them better stewards of the planet regardless of their ultimate career choices.

Second (2), the institution states that the proposed new Geology B.S. degree option will provide a second major within a science department for those College of Education students who select the General Science degree. Thus, through granting Secondary Sciences Education degrees with the Earth System Science

second major, the University will continue to influence the quality of teaching in junior-high and high-school classrooms, ensuring that the state's youth will be well informed on important issues dealing with our natural resources.

The Department of Geosciences serves the needs of Alabama by providing graduates that are well-equipped to become professional geologists, finding employment as professional geologists in such areas as oil and gas exploration, mining, and environmental consulting, or continuing their education in graduate school. The existing degree option achieves this goal.

Importantly many of these graduates will become general science teachers in the state's junior-high and high-school classrooms.

Budgetary Impact: The new option will increase enrollment modestly, but the budgetary impact of only approximately 25 students per year is not expected to be a consideration.

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-3: University of Alabama, Addition of Concentrations in Health Professions and Health Education & Promotion to the Existing BS in General Health Studies (CIP 51.9999)

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

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

Background: The University of Alabama (UA) currently has the Bachelor of Science (BS) in General Health Studies at CIP 51.9999 in the Commission's Academic Program Inventory. UA has proposed the addition of two concentrations: one in Health Professions and the other in Health Education & Promotion to the existing program.

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

General Education	53 sh
Program Core	27 sh
Electives	16 sh
Concentration	24 sh
Total	120 sh

Each concentration is comprised of 24 semester hours.

The program core has courses in Personal Health & Injury Prevention; Community and Public Health; Principles & Foundations of Health Promotion; Environmental Health; Health Disparities; Basic Epidemiology; Consumer Communications or Microcomputers; Digital Tools; and Elementary Statistical Methods or Educational Statistics or Statistical Data Analysis.

Courses in the proposed Health Profession concentration are: Drug Awareness/Education; Stress Management; Human Sexuality I Sex Education; Introduction to Human Nutrition; and four other (3 sh hours each) health-related courses.

Courses in the Health Education & Promotion concentration are: Drug Awareness/Education; Stress Management; Design & Evaluation of Health Promotion Programs; Practical Applications in Health Communications & Health Promotion; Culminating Experience in Health Education & Promotion; Human Sexuality I Sex Education; Ecological Approach to Health & Fitness; and Introduction to Human Nutrition.

According to information provided by UA, the two concentrations are being added to better address the academic needs and career aspirations of its students. The high majority of student majors in the program have the following post-graduate aspirations -- either graduate training in one of several health-related professions, or graduate training or a job in health education and promotion.

The proposers assert that providing these two concentrations will better meet these aspirations of UA students.

Budgetary Impact: NONE. No additional change in the budget is expected.

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

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

Supporting Documentation:

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

DECISION ITEM F-4: University of Alabama, Addition of a Specialization in Organizational Leadership to the Existing MA in Communication Studies (CIP 09.0101)

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

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 Arts (MA) in Communication Studies at CIP 09.0101 in the Commission's Academic Program Inventory. UA has proposed the addition of a specialization in Organizational Leadership to the existing program.

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

Program Core	18 sh
Option	12 sh
Electives	0 sh
Total	30 sh

The program core includes Human Communication Theory; Contemporary Rhetorical Theory or Critical Cultural, Rhetorical Theory; Classical Rhetorical Theory, or an approved theory course; an approved diversity course; an approved methods course; and Internship or Research, or a creative project.

Courses in the proposed Organizational Leadership specialization are comprised of: Conflict & Negotiation; Group Leadership; Organizational Communication Theory; and Organizational Assessment & Intervention.

All the courses listed are 3 semester hours each.

Based on the current interests of UA students who customize their elective choices in the M.A. degree program through Plan of Study contract advising, the Department of Communication Studies recognizes that the proposed specialization has an important market to be reached.

Furthermore, the Department continues to have increasingly frequent requests for graduate courses from applicants who hold regular jobs, but who need this type of graduate education for advancement.

The Department now has the faculty resources to develop that market through on-line delivery of instruction.

This specialization in organizational leadership is believed to best be suited to respond to all of those issues.

Budgetary Impact: None - There will be no additional costs to the Department of Communication Studies.

Consistent with Commission policy and operational definitions, the specialization 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 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. "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: University of Alabama, Addition of a Specialization in Learning and Assessment to the Existing MA in Educational Psychology (CIP 42.2806)

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

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 Arts (MA) in Educational Psychology at CIP 42.2806 in the Commission's Academic Program Inventory. UA has proposed the addition of a specialization in Learning and Assessment to the existing program.

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

Program Core	18 sh
Option	12 sh
Electives	0 sh
Total	30 sh

The program core includes Advanced Educational Psychology; Self-regulation and Motivation; Human Learning and Cognition; Social and Cultural Foundations of Behavior; Life-span Development; and Quantitative 1.

Courses in the proposed Learning and Assessment specialization are comprised of: Introduction to Educational Research; Evaluation of Classroom Learning; Evaluation 1: Evaluation Theory and Practice; and Non-Thesis Research or equivalent tailored to the specialization (Capstone Experience Course).

All the courses listed are 3 semester hours each.

The proposed change is requested in order to provide those students who select this specialization with unique strengths in both the learning sciences and educational assessments. In providing this unique mix of classes, UA states that its students will become better-informed consumers of educational assessments and knowledgeable of the learning theories that underlie these assessments.

As a unique specialization in UA's Educational Psychology Master's offerings, the institution seeks to set it apart from the current specializations and provide students with a distinction that better reflects the type of program they completed and insures that their specialization in learning and assessment is recognized in hiring and for admissions purposes.

That is, the students who select this specialization are distinguished from those choosing the long-standing general educational psychology M.A. without the learning and assessment specialization.

Budgetary Impact: None; all courses are now taught throughout the year.

Consistent with Commission policy and operational definitions, the specialization 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 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. "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: University of Alabama, Addition of a Creative Specialization to the Existing BACom in Advertising (CIP 09.0903)

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

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 Bachelor of Arts in Communication (BACom) in Advertising at CIP 09.0903 in the Commission's Academic Program Inventory. UA has proposed the addition of a creative specialization to the existing program.

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

General Education	53-55 sh
Program Core	23 sh
Electives	26-32 sh
Specialization	12-16 sh
Total of all hours must be at least	120 sh

The total includes the minimum general education hours plus the program core. The specialization range varies based on the student choices therein, and the electives offset that figure to reach the 120 hour minimum required.

The program core includes Introduction To Mass Communication; Mechanics of Media Writing; Introduction to Advertising; Design Applications; Strategic Thinking (AD); Investigation and Insights; Basic Principles of Design; Mass Communication Law & Regulation; and Advertising Campaigns.

Courses in the proposed creative specialization are: Concepting; Portfolio I; Portfolio II; Copywriting Seminar; Art Direction Seminar, Software Applications II, Digital and Social Media, and Independent Study.

The creative specialization is designed to prepare advertising students for careers in art direction or copywriting and courses taken vary somewhat depending on the emphasis within the creative specialization.

The proposers believe this update will greatly enhance the student experience and better prepare UA graduates to assume professional roles in these advertising fields.

Additionally, it will help ensure that the quality of work produced by UA students is of the highest caliber and competitive by industry standards. The updated curriculum includes more focus on strategic and critical thinking, offers more in-depth instruction in particular areas of the discipline, and enriches the experiential learning delivered by the capstone courses.

Budgetary Impact: No additional change in the department's budget is forecast with the approval of the proposed creative specialization.

Consistent with Commission policy and operational definitions, the specialization 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 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. "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-7: Jefferson State Community College, Addition of an Option in Welding to the Existing Certificate in Manufacturing and Technology (CIP 15.0000)

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 certificate program.

Background: Jefferson State Community College (JSC) currently has a Certificate (C) in Manufacturing and Technology at CIP 15.0000 in the Commission's Academic Program Inventory. JSC has proposed the addition of an option in Welding to the existing certificate program.

The certificate with the proposed option will require a total of 40 semester hours (sh).

General Education	12 sh
Program core	6 sh
Option	22 sh
Total	40 sh

Courses included in the certificate core are: Introduction to Robotics, and Fundamentals of Industrial Hydraulics and Pneumatics.

Courses in the proposed option include: Principles of Industrial Maintenance Welding and Metal Cutting Techniques, Robotic Project, Mechanical Tools I, and Welding Inspection and Testing Theory.

Budgetary Impact: A total of \$307,000 in estimated new funds will be needed over the next five years for a full-time welding instructor. Additionally, \$47,000 will be needed for equipment over the next five years.

According to JSC officials, the option is being added to expand the offerings in the Manufacturing and Technology certificate 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 certificate 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-8: Jefferson State Community College, Addition of an Option in Welding to the Existing AAS in Manufacturing and Technology (CIP 15.0000)

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: Jefferson State Community College (JSC) currently has the Associate in Applied Science (AAS) in Manufacturing and Technology at CIP 15.0000 in the Commission's Academic Program Inventory. JSC has proposed the addition of an option in Welding to the existing program.

The program with the proposed option will require a total of 65 semester hours (sh).

General Education	22 sh
Program core	6 sh
Option	37 sh
Total	65 sh

Courses included in the program core are: Introduction to Robotics, and Fundamentals of Industrial Hydraulics and Pneumatics.

Courses in the proposed option include: Principles of Industrial Maintenance Welding and Metal Cutting Techniques, Robotic Project, Mechanical Tools I, Welding Inspection and Testing Theory, Boiler Tube, Pipefitting and Fabrication, and FluxCore ARC Welding.

Budgetary Impact: A total of \$307,000 in estimated new funds will be needed over the next five years for a full-time welding instructor. Additionally, \$47,000 will be needed for equipment over the next five years.

According to JSC officials, the option is being added to expand the offerings in the Manufacturing and Technology certificate 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-9: Jefferson State Community College, Addition of an Option in Manufacturing Systems Technology to the Existing AAS and Certificate in Manufacturing and Technology (CIP 15.0000)

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: Jefferson State Community College (JSC) currently has the Associate in Applied Science (AAS) and Certificate in Manufacturing and Technology at CIP 15.0000 in the Commission's Academic Program Inventory. JSC has proposed the addition of an option in Manufacturing Systems Technology to the existing program.

The program with the proposed option will require a total of 40 semester hours (sh).

General Education	12 sh
Program core	12 sh
Option	16 sh
Total	40 sh

Courses included in the program core are: Lean Manufacturing and Industrial Safety; Blueprint Reading and Manufacturing; Introduction to Robotics; and Fundamentals of Industrial Hydraulics and Pneumatics.

Courses in the proposed option will be: Automated Manufacturing Systems, Methods, and Processes; Mechanical Tools I; Quality Control Concepts; Materials and Automated Inspection Principles.

Budgetary Impact: None. The extension will be supported by a three-year National Science Foundation grant.

According to JSC officials, the option is being added to expand the offerings in the Manufacturing and Technology program, and to address local industry needs for skilled production workers.

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-10: Southern Union State Community College, Addition of an Option in Plastics Injection Molding 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: Southern Union State Community College (SOU) currently has the Associate in Applied Science (AAS) in Industrial Maintenance Technology at CIP 47.0303 in the Commission's Academic Program Inventory. SOU has proposed the addition of an option in Plastics Injection Molding to the existing program.

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

General Education	23 sh
Program core	25 sh
Option	26 sh
Total	74 sh

Courses included in the program core are: Concepts of Direct Current; Concepts of Alternating Current; Principles of Industrial Mechanics; Industrial Maintenance Safety Procedures; and Fundamentals of Industrial Hydraulics and Pneumatics.

Courses in the proposed option are: Intro to Injection Molding; Intro to Injection Molding Lab; Injection Mold Design; Injection Mold Setter Skills; Injection Mold Setter Skills Lab; Injection Mold Processing; Injection Mold Processing Lab; Advanced Injection Molding; and Total Productive Maintenance.

Budgetary Impact: SOU was awarded a \$350,000 grant from the Governor's Office of Workforce Development to cover equipment costs.

According to SOU officials, the option is being added at the request of employers due to the growth of industry in SOU's service area.

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

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

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, September 11, 2015

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-11: Alabama A&M University, Addition of a Concentration in Animal Bio-Health Sciences to the Existing BS in Animal Bio-Health Sciences (CIP 01.0999)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Background: Alabama A&M University (AAM) currently has the BS in Animal Bio-Health Sciences listed at CIP 01.0999 in the Commission's Academic Program Inventory. AAM has proposed the addition of a concentration in Animal Bio-Health Sciences to the existing program.

The program with the proposed concentration will require a total of 150-151 semester hours (sh):

General Education	63 sh
Program Core	54 sh
Concentration	21-22 sh
Electives	12 sh
Total	150-151 sh

The program core includes courses in Companion Animal Management; Animal Biosecurity & Diseases; Nutrition & Metabolism; Feeds and Feeding; Animal Breeding and Genetics; and Monogastric Animal Management.

Courses in the proposed concentration include: Intro to Animal Bio-Health Sciences; Animal Anatomy & Physiology; Research Methods in Bioscience; and Animal Models in Biomedical Research.

According to the proposal, the proposed concentration will assist students who wish to enter professional schools such as veterinary medicine or graduate school, or to better prepare students for the job market associated with the agriculture/animal industry.

Budgetary Impact: There will be no additional costs to add the concentration.

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

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

Supporting Documentation:

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

DECISION ITEM F-12: Jacksonville State University, Addition of Concentrations in Sport Management and Recreation Leadership to the Existing BS in Recreation (CIP 31.0101)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Background: Jacksonville State University (JSU) has the BS in Recreation at CIP 31.0101 in the Commission's Academic Program Inventory. JSU has proposed the addition of concentrations in Sport Management and Recreation Leadership to the existing program.

The program with the Sport Management concentration will require a total of 120-126 semester hours (sh):

General Education	41 sh
Program Core	21 sh
Concentration	30 sh
Electives	28-34 sh
Total	120-126 sh

Courses in the program core are: Legal & Ethical Sport Management & Recreation; Finance in Sport Management & Recreation; Sport & Recreation Facility Management; Marketing in Sport Management & Recreation; Sport Management & Recreation Administration; and Internship in Sport Management & Recreation.

Courses in the concentration include: Sport Economics; Topics in International Sport; Contemporary Issues in Sport; Public and Media Relations in Sport; and Promotion and Event in Sport.

The program with the Recreation Leadership concentration will require a total of 120-126 semester hours (sh):

General Education	41 sh
Program Core	21 sh
Concentration	30 sh
Electives	28-34 sh
Total	120-126 sh

Courses in the concentration include: Camping and Outdoor Education; Recreation for the Aged; Organization & Administration of Camp Programming; Challenge Course Programs; and Youth Development Leadership.

According JSU, the recent industry merging of recreation and sport management has led to the proposed extension.

Budgetary Impact: No significant budgetary impact is expected.

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

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

Supporting Documentation:

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

DECISION ITEM F-13: University of Alabama at Birmingham, Addition of a Track in Lifestyle Management and Disease Prevention to the Existing MS in Nutrition Sciences (CIP 51.3102)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Background: The University of Alabama at Birmingham (UAB) currently has the Master of Science (MS) in Nutrition Sciences at CIP 51.3102 in the Commission's Academic Program Inventory. UAB has proposed the addition of a track in Lifestyle Management and Disease Prevention to the existing program.

The program with the proposed track will require a total of 36 semester hours (sh):

Program Core	14 sh
Electives	19 sh
Concentration	3 sh
Total	36 sh

The program core has courses in Nutritional Biochemistry; Statistical Methods in Nutrition Sciences I; Applied Research in Nutrition Sciences; and Seminar.

Courses in the proposed track are: Applied Nutrition for Physical Activity & Diseases; Community Interventions for Health Lifestyles; Nutrition Counseling and Education; Genetics and Genomics Application in Healthcare; Intro to Medical History Taking and Physical Examination; Survival Spanish for Health Professions; and Physiology of Exercise.

According to information provided by UAB, the track is being added due to the growing elderly population and co-morbidities associated with the obesity epidemic.

Budgetary Impact: NONE.

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

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

Supporting Documentation:

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

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

DECISION ITEM F-14: University of West Alabama, Addition of a Track in Community Counseling to the Existing MS in Adult and Continuing Education and Teaching (CIP 13.1201)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Background: The University of West Alabama (UWA) currently has the MS in Adult and Continuing Education and Teaching listed at CIP 13.1201 in the Commission's Academic Program Inventory. UWA has proposed the addition of a track in Community Counseling to the existing program.

The program with the proposed track will require a total of 60 semester hours (sh):

Program Core	9 sh
Option	39 sh
Electives	12 sh
Total	60 sh

The program core consists of the following three courses: Professional Orientation; Intro to Clinical Mental Health Counseling; and Techniques of Educational Research.

The proposed track includes courses in Life-Span Development; Techniques of Counseling; Career Development and Counseling; Strategies for Crisis Intervention; and Diagnostic Techniques for School Counselors.

According to the proposal, the track is the result of wide ranging interest in community counseling.

Budgetary Impact: There will be no additional costs associated with adding the track.

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

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

Supporting Documentation:

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

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

DECISION ITEM G-1: Faulkner State Community College, New Off-Campus Site:
Brookley Field

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the following new off-campus site for Faulkner State Community College.

Proposal: Faulkner State Community College (FSC) plans to offer courses at the following new off-campus site beginning in fall 2015:

Brookley Field - Mobile, Alabama

Discussion: An official with the institution has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up reports will be sent. The institutional certification was reviewed and transmitted by the Alabama Community College System.

The proposal was posted on the Commission website from August 5 to August 25 (twenty days) for public review and comment. The Commission will be notified of any comments received.

Commission approval is required because Mobile County is outside of FSC's service area. The Alabama Community College System has submitted to the Commission a "Memorandum of Understanding and Statement of Intent to Re-align South Alabama Aviation Sites of Enterprise State Community College Aviation Program to Faulkner State Community College" which outlines its plan for delivering aviation coursework to south Alabama.

Supporting Documentation:

1. Proposal for New Off-Campus site at Brookley Field, Mobile, attached.
2. Memorandum of Understanding and Statement of Intent to Re-align South Alabama Aviation Sites of Enterprise State Community College Aviation Program to Faulkner State Community College, attached.
3. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: Faulkner State Community College
Administrator Responsible for Site
Name & Title: Patty Hughston, Dean of Workforce Development Technology
Telephone: 251-580-4882
Fax: NA
E-Mail: phughston@faulknerstate.edu
Contact Person at Site if Other Than Administrator Above
Name & Title:
Telephone:
Fax:
E-Mail:
Location of Proposed Site
Facility: Brookley Field
Street Address:
City: Mobile **County:**
When will you begin offering instruction at this site?
 Fall 2015

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

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

Certification

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

Signature of President/Chancellor: 

Date: July 7, 2015

Attachment 2

**MEMORANDUM OF UNDERSTANDING
AND
STATEMENT OF INTENT
TO
RE-ALIGN SOUTH ALABAMA AVIATION SITES OF
ENTERPRISE STATE COMMUNITY COLLEGE AVIATION PROGRAM
TO
FAULKNER STATE COMMUNITY COLLEGE**

Whereas, pursuant to Alabama Act No. 2015-125 (the "Act") the Alabama Aviation College was established as an independent institution within the Alabama Community College System under the direct authority and responsibility of the Chancellor of the Alabama Community College System and is responsible for providing aviation education and training statewide; and,

Whereas, the Chancellor, pursuant to the Act, is responsible for ensuring that programs and curriculum provided by the Aviation College are aligned with the needs of the aviation industry; and,

Whereas, the Chancellor is expressly authorized by the Act to establish a site or branch of the Aviation College, whether permanent or temporary, to fulfill the statewide aviation education mission of the Alabama Community College System; and,

Whereas, Enterprise State Community College ("Enterprise State"), located in Enterprise, Coffee County, Alabama currently operates and administers the aviation programs located on a Mobile, Alabama campus that is located just off Interstate 10 at the Brookley Aeroplex on the western shore of Mobile Bay and offers aviation courses at a newly constructed education training center located in Baldwin County, Alabama at the Fairhope Airport (collectively the "South Alabama Aviation Sites"). Aviation instruction and training programs being offered at the Mobile campus include Airframe, Powerplant (A&P), and Avionics. An Advanced Composite Program is also under development; and,

Whereas, the South Alabama Aviation Sites are centrally located in close proximity to several United States military training centers located along the Alabama and Florida gulf coast and the aviation programs offered across the region enhance our nation's ability to provide national security and pursue international initiatives. The aviation industry in the Alabama Gulf Coast region is sound and growing and there are numerous aerospace employment opportunities within a 60 mile radius of the South Alabama Aviation Sites; and,

Whereas, the Chancellor has studied and reviewed the Alabama Aviation College's programmatic, financial, and instructional needs and partnership opportunities with business and industry and has determined that the South Alabama Aviation Sites program administration will be enhanced and better fulfil the mandates and directives of the Act if they are re-aligned and

managed under his direction through Faulkner State Community College ("Faulkner State") located in Baldwin County, Alabama; and,

Whereas, Faulkner State and its President are committed to assuming the responsibility for the South Alabama Aviation Sites pursuant to the Act and providing the leadership, funding and management expertise to ensure a quality aviation program is maintained in South Alabama that addresses the needs of the growing aviation business and industry segments;

NOW THEREFORE, pursuant to the direction of the Chancellor of the Alabama Community College System and by mutual agreement and understanding by and between Enterprise State and Faulkner State, the parties have reached a common understanding that it is in the best interests of the general public to formally re-align the South Alabama Aviation Sites training and instructional programs currently operated and administered by Enterprise State Community College with Faulkner State under the Chancellor's direction in order to fulfill the statewide aviation education mission of the Alabama Community College System. It is acknowledged that in order to implement, promote, and effect such a re-alignment, proper approval must be sought and gained from the appropriate regulatory and accrediting agencies, including the Alabama Commission on Higher Education (ACHE), the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), the Federal Aviation Administration (FAA), and the U.S. Department of Education. In addition, the following actions, agreements, and commitments will be required:

1. **Personnel.** It is expressly understood that all South Alabama Aviation Site based aviation personnel currently assigned to Enterprise State Community College, as reflected by the official payroll and personnel records of Enterprise State, shall become employees of Faulkner State, retaining all rights, privileges, and benefits previously granted to them as employees of Enterprise State. Enterprise State shall provide Faulkner State with all personnel and human resource files pertaining to the transferred employees.
2. **Budget/Fiscal Management.** It is the intent of the parties that, subject to the authority of the Chancellor, Faulkner State shall become solely responsible for the aviation programs and operational budget, management of assets, and personnel obligations at the Aviation College's South Alabama Aviation Sites. In cooperation with the Chancellor, Faulkner State shall assume responsibility for the South Alabama Aviation Sites budgets and legislative appropriations.
3. **Accreditation/Standards.** Pursuant to the terms and conditions of this memorandum and agreement, the Chancellor and Faulkner State shall cooperate to establish and maintain all professional and regulatory standards and accreditation applicable to the South Alabama Aviation Sites aviation programs, including but not limited to FAA required certifications. Faulkner State will maintain regional accreditation with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Enterprise State shall provide Faulkner State with copies of Enterprise State's accreditation audit reports and any corrective action plans for fiscal years 2012-2013 and 2013-2014 that

may impact the aviation programs being re-aligned pursuant to the terms of this memorandum and agreement.

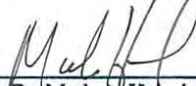
4. Land, Equipment and Facilities. In furtherance of the re-alignment, Faulkner State shall assume responsibility and Enterprise State shall, to the extent necessary, transfer and/or assign to Faulkner State all real estate, buildings, leases, licenses, contracts and equipment utilized or maintained for the provision of the South Alabama Aviation Sites aviation programs. If required, Faulkner State may enter into an appropriate sub-lease agreement with Enterprise State, which may provide for the continued use and availability of program and training space and facilities on the South Alabama Aviation Sites. Enterprise State, in cooperation with the Chancellor, shall provide Faulkner State an inventory listing and copies of all pertinent and material contracts applicable to such real estate, equipment and facilities, including warranties, manuals, deeds, leases maintenance schedules, insurance certificates or documents of any description applicable to the land, equipment or buildings transferred pursuant to this provision.
5. Audit. Enterprise State shall provide Faulkner State with copies of Enterprise State's Public Examiners Audit reports and any corrective action plans for fiscal years 2012-2013 and 2013-2014.
6. Name of Separated Entity/Programs. The Act, subject to certain specific authority reserved to the Alabama Community College System's Board of Trustees, vests and authorizes the Chancellor with the responsibility and management of any public two-year institution. Upon the formal re-alignment of the South Alabama Aviation Sites aviation programs, Enterprise State will have no authority for offering aviation courses at the applicable sites. Following the re-alignment, it is the Chancellor's directive that the Alabama Aviation College's South Alabama Aviation Sites program sites shall be designated "The Alabama Aviation College at Faulkner State Community College". Faulkner State will provide comprehensive aviation training services to the community and area served including strengthened vocational and technical degree or certificate programs; adult learning opportunities; civic, social, cultural, and personal development opportunities; business and industry training opportunities; and active involvement and support of economic development.
7. Students. It is the intent of the parties that all students currently enrolled in Enterprise State's aviation programs at the South Alabama Aviation Sites will be permitted to complete their programs under the same terms, conditions, understandings, and assurances they received upon entering their current program of study. Student related services and provisions will be transitional, as appropriate. Full execution of the student related re-alignment will be pending based on receipt of required ACHE, SACSCOC, FAA and U.S. Department of Education approvals.
8. Administrative Staff. The vacant Director's position for the South Alabama Aviation Sites shall be mutually agreed upon by the Chancellor and the President of Faulkner State. Such staff shall engage from time to time in planned professional aviation

development programs designed to support and enhance the development of a comprehensive community college aviation instructional and training program.

9. Miscellaneous. Enterprise State and Faulkner State will cooperate with the Chancellor to resolve and affect all matters reasonably necessary to accomplish this transition and re-alignment, including certifying a list of assets, confirming personnel, compiling inventory listings, providing for computer and technology services, resolving any and all public utility issues, and other administrative matters related to transition. The Chancellor will require that the colleges make full disclosure of any and all commitments and obligations which may impact the Alabama Aviation College or Faulkner State and/or the Alabama Community College System, and Enterprise State will cooperate in the resolution of such matters. The Chancellor will approve all transition plans, monitor the actions taken, evaluate their effectiveness, and report annually to the Alabama Community College's Board of Trustees on the progress made. This report will be made for at least the next three years and will include fiscal accountability, program accountability, and administrative accountability.
10. Effective Date. The process for re-alignment of the South Alabama Aviation Sites programs, including the pursuit of appropriate regulatory and accreditation approvals, will commence with the signing of this Memorandum of Understanding by all parties.

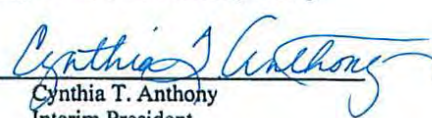
Done this 30th day of July, 2015

Alabama Community College System

By: 

Dr. Mark A. Heinrich
Chancellor

Enterprise State Community College

By: 

Cynthia T. Anthony
Interim President

Faulkner State Community College

By: 

Gary L. Branch
President

DECISION ITEM G-2: Alabama A&M University, New Off-Campus Programs at Lawson State Community College

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

Proposal: Alabama A&M University (AAM) plans to offer upper level courses that will lead to a Bachelor of Science (BS) in Computer Science; a Bachelor of Science (BS) in Business Administration and Management; a Bachelor of Arts in Social Work (BA); a Master of Social Work (MSW); and a Master of Business Administration (MBA) in Business Administration and Management at Lawson State Community College beginning in spring of 2016.

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

Location of the Programs: Alabama A&M University will deliver the proposed programs at Lawson State Community College, 3060 Wilson Road SW, Birmingham (Jefferson County). The site is outside of AAM's service area. Jefferson County is within the off-campus service area for the University of Alabama at Birmingham (UAB). AAM officials provided a letter from UAB's provost stating that the institution has no objection to the site.

Relationship to the Commission's Academic Program Inventory: AAM currently has the Bachelor of Science in Computer Science at CIP 11.0101; the Bachelor of Science in Business Management and Administration at CIP 52.0201; the Bachelor of Arts in Social Work at CIP 44.0701; the Master of Social Work at CIP 44.0701 and the Master of Business Administration in Business Administration and Management at CIP 52.0201 in the Academic Program Inventory.

Description of Programs: The proposed off-campus programs in Computer Science, Business Administration and Management and Social Work will offer coursework to students at Lawson State Community College seeking a baccalaureate degree or master's degree.

Strength of the Existing Programs: According to information submitted by AAM, since 2008, more than 1,000 students have enrolled in the undergraduate and graduate Social Work programs. Of this total, 563 graduated, of which 287 were MSW graduates. A total

of 1,380 students have enrolled in the Computer Sciences program since 2008, with 70 percent of majors attaining jobs in their field within one year of graduation. AAM's BS in Business Management and Administration program currently has 30 students in the traditional program and 60 students in the online program. A total of 656 students have enrolled in the program since 2004, with 264 graduates. Since 2008 over 1,000 students have enrolled in the MBA in Business Management and Administration at AAM.

Adequate Student Demand:

Degree Program	Semester 1 Spring 2016	Semester 2 Fall 2016	Total 2016-2017	Semester 4 Fall 2017	Semester 4 Spring 2018	Total 2017-2018
Management	14	16	30	15	18	33
Computer Science	4	4	8	5	4	9
Social Work (BSW)	12	14	26	14	14	28
Social Work (MSW)				8	7	15
MBA				11	9	20
Total A&M at Lawson	30	34	64	53	52	105

Need for Programs: AAM plans to offer programs that are not currently offered at LAW. The resident four-year university in LAW's service area, the University of Alabama at Birmingham, is supportive of AAM's plans to offer programs at LAW per a letter from the provost dated June 2, 2015 (see attachment 1).

Effect on the Existing Programs: According to AAM officials, the development of off-campus programs on the campus of Lawson State Community College will not impact the quality of programs offered on the AAM campus. As indicated in the memorandum of understanding between LAW and AAM, LAW currently employs a number of faculty members who hold the requisite credentials needed to lead instruction in the fields in which AAM seeks to offer. However, at least 50 percent of all courses offered at LAW will be taught by fulltime Alabama A&M University faculty as part of the regular rotation for each faculty member. In regards to notification to the Southern Association of Colleges and Schools (SACS), and other professional accreditation agencies, the current substantive change policy utilized by AAM, which was adopted in 2012, requires the University to attain approval from the Alabama Commission on Higher Education before the process is undertaken to garner approval from SACS.

Resources: According to AAM, the proposed programs will be self-supporting through tuition and fees generated at the proposed site.

Admission and Program Completion Requirements: Admission and program requirements at the LAW site will be the same as those for the programs offered on the AAM campus.

Public Review: The proposal was posted on the Commission website from July 7, 2015 until July 27, 2015 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. Letter from UAB Provost Linda Lucas, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

Attachment I



June 2, 2015

TO: Dr. Daniel Wims
Provost and Vice President of Academic Affairs
Alabama A&M University

FROM: Linda Lucas

SUBJECT: Alabama A&M partnership with Lawson Community College

UAB is supportive of your plans to offer programs with Lawson Community College. Student success is a goal we all share. I wish you the best in this new endeavor.

Sincerely,

A handwritten signature in cursive script that reads "Linda C. Lucas".

Linda C. Lucas
Provost

1019 Administration Building
701 20th Street South
205.934.0622
Fax 205.934.1221

Mailing Address:
AB 1019
1530 3RD AVE S
BIRMINGHAM AL 35294-0110

DECISION ITEM G-3: University of Alabama at Birmingham,
New Off-Campus Programs at an Approved Site:
Moody Elementary School

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the New Off-Campus Programs at Moody Elementary School.

Proposal: The University of Alabama at Birmingham (UAB) plans to offer upper level courses that will lead to a Master of Arts in Education (MAEd) in Early Childhood Development and a Master of Arts in Education (MAEd) in Elementary Education at Moody Elementary School beginning in spring 2016. The OC site at Moody Elementary School was approved in 1998 for UAB.

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

Location of the Programs: The University of Alabama at Birmingham will deliver programs at Moody Elementary School, 1006 H.L. Blocker Circle, Moody, Alabama (St. Clair County). The site is within UAB's service area.

Relationship to the Commission's Academic Program Inventory: UAB currently has the Master of Arts in Education in Early Childhood Education at CIP 13.1210; and the Master of Arts in Education in Elementary Education at CIP 13.1202 in the Academic Program Inventory.

Description of Programs: The proposed programs in Early Childhood Education and Elementary Education will offer courses that will lead to the Master of Arts in Education.

Strength of the Existing Programs: According to the proposal, a total of 125 students have enrolled into the Early Childhood Development program since the fall of 2010. A total of 414 students have enrolled into the Elementary Education program over the same time period. The Early Childhood Development program has had a total of 58 graduates since the 2010-11 academic year. Over the last five years, the Elementary Education program had a total of 173 graduates.

Adequate Student Demand: According to UAB, approximately 12 students have expressed interest in the proposed programs and are ready to begin

coursework. Over the next five years, UAB has projected at least 30 students from St. Clair county will complete one of the two programs.

Need for Programs: According to the proposal, the administration from the St. Clair County School System contacted the UAB School of Education Department of Curriculum & Instruction about the possibility of a cohort, because of experiences with previous cohorts offered at Moody Elementary School, and teacher requests for a professional learning community.

Effect on the Existing Programs: No negative effects on the existing on-campus programs are anticipated.

Resources: According to UAB, the proposed programs will be self-supporting through tuition and fees generated at the proposed site.

Admission and Program Completion Requirements: Candidates in the St. Clair county cohorts will be expected to meet the same requirements as students who complete these programs on-campus in terms of admission, coursework completion, and exit requirements.

Public Review: The proposal was posted on the Commission website from July 7, 2015 until July 27, 2015 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

DECISION ITEM H: Public Drawing to Determine the Order of Payment of Alabama Student Grant Program (ASGP) Funds for the 2015-2016 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 2015-2016 academic year have been provided to the Commission Chairman, Mr. Hughes, 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: University of Alabama, Establishment of the Alabama Center for Insurance Information and Research

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The University of Alabama (UA) has submitted plans to the Commission for the establishment of the Alabama Center for Insurance Information and Research.

According to information submitted by UA, the mission of the center is to provide highly credible information and research insight for the benefit of various stakeholders, including policymakers, the public, insurance companies, intermediaries, trade groups, and others who need information concerning the management of risk that contribute to the economic development of Alabama.

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. Available upon request.

INFORMATION ITEM 2: University of Alabama at Birmingham, Establishment of the Division of Molecular and Translational Biomedicine in the Department of Anesthesiology at the UAB School of 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 for the establishment of the Division of Molecular and Translational Biomedicine in the Department of Anesthesiology at the UAB School of Medicine.

According to information submitted by UAB, the overall goal of the new division is to facilitate growth and integration of the basic, translational, and clinical research on organ injury and repair, neurobiology of pain, and health services research by faculty members of this new department.

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: University of Alabama at Birmingham, Establishment of the Olivia Turlington Miller Endowed Chair of Cancer Genetics

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 for the establishment of the Olivia Turlington Miller Endowed Chair of Cancer Genetics. This endowed chair will be used to recruit and retain a nationally or internationally recognized researcher, academician, and clinician who is an expert in genetic research as it applies to cancer particularly an area of genetics fundamental to the understanding of cancer of the colon or breast.

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 4: University of Alabama in Huntsville, Change in the Name of the Department of Foreign Languages and Literatures to the Department of World Languages and Cultures

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

Staff Recommendation: For information only.

Background: The University of Alabama (UA) Board of Trustees has approved a change in the name of the Department of Foreign Languages and Literatures to the Department of World Languages and Cultures at the University of Alabama in Huntsville (UAH). The UA Board of Trustees approval occurred at its April 10, 2015 meeting.

Since this is only a name change, it does not require Commission approval.

Supporting Documentation:

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

INFORMATION ITEM 5: University of Alabama, Establishment of the Institute of Business Analytics

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

Staff Recommendation: For information only.

Background: The University of Alabama (UA) has submitted plans to the Commission for the establishment of the Institute of Business Analytics.

According to information submitted by UA, the Institute of Business Analytics will serve as a leader in analytics, data mining, and knowledge discovery technology transfer. The Institute will offer a comprehensive infrastructure that provides a broad spectrum of services to business and government agencies.

UA states that whether an entity is interested in education, tools assessment, or complete prototype development, the Institute's experience and technical acumen will ensure a successful experience. Further, UA states that the Institute of Business Analytics will serve as a key focal point for University/Industry partnerships in Applied Innovative Advanced Research in Analytics on a global scale.

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. Available upon request.

INFORMATION ITEM 6: University of Alabama in Huntsville, Change in the Name of the Department of Art and Art History to the Department of Art, Art History and Design

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

Staff Recommendation: For information only.

Background: The University of Alabama (UA) Board of Trustees has approved a change in the name of the Department of Art and Art History to the Department of Art, Art History and Design for the University of Alabama in Huntsville (UAH). The UA Board of Trustees approval occurred at its April 10, 2015 meeting.

Since this is only a name change, it does not require Commission approval.

Supporting Documentation:

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

INFORMATION ITEM 7: University of North Alabama, Establishment of the Center for Sustainability Studies

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

Staff Recommendation: For information only.

Background: The University of North Alabama (UNA) has submitted plans to the Commission for the establishment of the Center for Sustainability Studies.

According to information submitted by UNA, the mission of the Center is to provide a unique learning organization at UNA that will foster pedagogy and research in all aspects of Sustainability. It is inclusive of the broadest range of disciplines and demonstrates strength and credibility through its diversity.

The Center will include learning and understanding of Sustainability issues at the local, state, national and global scales and will seek their solutions. The emphasis is upon seeking to learn how to learn and make decisions in our rapidly-changing world.

Supporting Documentation:

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

INFORMATION ITEM 8: University of Alabama in Huntsville, Change in the Name of the College of Liberal Arts to the College of Arts, Humanities, and Social Sciences

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

Staff Recommendation: For information only.

Background: The University of Alabama (UA) Board of Trustees has approved a change in the name of the College of Liberal Arts to the College of Arts, Humanities, and Social Sciences for the University of Alabama in Huntsville (UAH). The UA Board of Trustees approval occurred at its April 10, 2015 meeting.

Since this is only a name change, it does not require Commission approval.

Supporting Documentation:

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

INFORMATION ITEM 9: Auburn University at Montgomery, Merging of the Department of Early Childhood, Elementary, and Reading Education and the Department of Foundations, Technology and Secondary Education into the Department of Curriculum, Instruction, and Technology

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Auburn University at Montgomery (AUM) has submitted plans to the Commission to merge the Department of Early Childhood, Elementary, and Reading Education and the Department of Foundations, Technology and Secondary Education into the Department of Curriculum, Instruction, and Technology.

According to AUM officials, the departments are being merged in an effort to foster more collaboration among faculty, and to be in harmony with national trends in the field of education.

Supporting Documentation:

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

INFORMATION ITEM 10: Alabama A&M University, New Exempt Off-Campus Programs at the DirecTV Huntsville Service Center

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Alabama A&M University (AAM) plans to offer programs at a business and industry site where employees only are enrolled that will lead to a Bachelor of Science (BS) in Marketing; a Master of Science (MS) in Communications Specialist; or a Master of Business Administration (MBA) in Business Administration and Management at the DirecTV Huntsville Service Center in spring 2016.

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

Location of the Programs: Alabama A&M University will deliver programs at the DirecTV Huntsville Service Center, 400 Diamond Dr. Northwest, Huntsville (Madison County). The site is within AAM's service area.

Relationship to the Commission's Academic Program Inventory: AAM currently has the Bachelor of Science in Marketing at CIP 52.1401; the Master of Science in Communications Specialist at CIP 09.0199; and the Master of Business Administration in Business Administration and Management at CIP 52.0201 in the Commission's Academic Program Inventory.

Description of Programs: The proposed off-campus programs in Marketing, Communications Specialist, and Business Administration and Management will be offered to employees of the DirecTV Huntsville Service Center seeking a baccalaureate degree or master's degree.

Strength of the Existing Programs: According to information submitted by AAM, the Marketing program currently enrolls 30 students in the traditional program and 60 students in the on-line program. A total of 656 students have enrolled in the program since 2004, with a total of 265 graduating. Information from AAM's alumni survey reveals 82 percent of recent graduates attained jobs in the field or attended graduate school. The Communications Specialist graduate program has only been in existence for one semester. Despite this fact the program currently enrolls 13 students, and it has reviewed 140 applications for six anticipated openings in the fall 2015. The Business Administration and Management MBA program has enrolled a total of 1,050

students since 2008. Data collected from AAM's institutional research office revealed that 83 percent of the graduates from the MBA program attained jobs in their field or attained promotions in their current occupations.

Adequate Student Demand: DirecTV employs over 1,000 workers in Huntsville. Most workers range in age from 22-40. The average length of tenure for DirecTV employees at its Huntsville location is three years. Approximately 80 percent of these employees have at least two years of college experience and 54 percent of employees hold a bachelor's degree.

Need for Programs: The proposed programs for the DirecTV Huntsville Service Center will be a business and industry site where employees only are enrolled.

Effect on the Existing Programs: According to the proposal, the development of off-campus programs at the DirecTV Huntsville Service Center will not impact the quality of programs offered on the AAM campus. Since the location is only seven miles from the main campus, classes offered by AAM at DirecTV will be taught as part of the regular rotation of full-time faculty. In regards to notification to the Southern Association of Colleges and Schools (SACS), and other professional accreditation agencies, the current substantive change policy utilized by AAM, which was adopted in 2012, requires the University to attain approval from the Alabama Commission on Higher Education before the process is undertaken to garner approval from SACS.

Resources: According to AAM, the proposed programs will be self-supporting through tuition and fees generated at the proposed site.

Admission and Program Completion Requirements: Admission and program requirements at the DirecTV site will be the same as those for the programs offered on the AAM campus.

Public Review: The proposal was posted on the Commission website from July 7, 2015 until July 27, 2015 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

INFORMATION ITEM 11:

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.

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.

B. Changes in CIP Codes, Program Titles, or Degree Nomenclature

The following changes in CIP codes, program titles, or degree nomenclature represent no changes in program requirements, content, and objectives and are recommended as information items.

Auburn University	13.1314	Health and Physical Education, MS/ MEd
Auburn University Montgomery	23.1399	Teaching of Writing, <u>Teaching Writing</u> , MTW
University of Montevallo	50.0701	Art, <u>Studio Art</u> , BFA

C. Programs Placed on Inactive Status

Troy University	Pre-Elementary Education, BSEd, BAEd, MSEd	13.1210
	Pre-Elementary Education, EdS	13.1210
	Post-Secondary Education, MS	13.0101

INFORMATION ITEM 12: Implementation of Non-Degree Programs at Senior Institutions

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

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

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

Auburn University

Graduate Certificate in Intervention for Students with Autism and Developmental Disabilities

The graduate certificate requires the completion of 15 semester hours. Students who complete the certificate program will demonstrate the ability to implement evidence based practices for students with autism and developmental disabilities and their families. Specifically, upon completion of the program, students will demonstrate technical competence in the development and implementation of: 1) individualized support and services for students with autism and developmental disabilities and their families; 2) systematic instruction; 3) comprehensible and/or structured environments; 4) specialized curriculum content; 4) a functional approach to problem behaviors; and 5) family involvement.

Graduate Certificate in Instructional Technology

The proposed graduate certificate consists of 15 semester hours with required coursework in Instructional Design and Development; Principles of Graphic Design for Instruction; Applied Instructional Design; and Theory and Practice of Distance Education. Electives for the graduate certificate include Research in Instructional Technology; Directed Studies; Teaching Apprenticeship; and Practicum.

Graduate Certificate in Technology Educator

The graduate certificate will consist of 12 semester hours with required coursework in Integration of Technology into Curriculum; Instructional and Information Technologies; and Instructional Design and Development. Electives for the graduate Certificate

include Directed Studies; Practicum; Teaching Apprenticeship; Applied Instructional Design; and Special Topics in Instructional Design.

University of Alabama

Certificate in Mentoring and Leadership

The certificate in Mentoring and Leadership consists of 15 semester hours, and will prepare graduate students, post-doctoral fellows, and employees to a) mentor students, staff, and colleagues; b) exercise leadership in the workplace; and c) exercise leadership in the profession. Any student with graduate school standing (including non-degree seeking), post-doctoral fellow, or employee is eligible for enrollment.

Practitioner Teaching Certificate

The 15 hour Practitioner Teaching certificate provides participants a level of knowledge and skills that make them effective, and improves teachers distinguished by their ability to use teaching as research to improve their practice.

Scholar Teaching Certificate

The certificate will consist of 15 semester hours. Graduates who achieve scholar expertise have the knowledge and skills to add to their knowledge base of teaching and learning through the sharing of the results of teaching as research projects with peers and the larger academic community.

Certificate in Cyber Security and Information

To deal with the shortage of individuals training in cyber security, the University of Alabama Honor's College and Cyber Institute propose to offer a 12 hour certificate program. The certificate would be available only to students in the University's Honor's program and could be customized to provide a background complementary to the individual student's major.

University of North Alabama

Certificate in Religious Studies

Consisting of 12 semester hours, the proposed certificate is designed to provide students intending to continue on to seminary or individuals who are currently in ministry as full-time or bi-vocational ministers with courses that will support continued study and/or support their current ministerial activities. Courses will address needs in biblical studies, pastoral care and communications.

Undergraduate Certificate in Global Studies

The proposed 15 semester hour certificate furthers opportunities for students to enhance their understanding of global business and to document such studies beyond the requirements for the Bachelor of Business Administration. In addition, the Global Studies certificate provides students in a wide range of disciplines, the opportunity to gain valuable knowledge, skills, and insights associated with today's global business environment.

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 13: 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 Community College System 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.

Bishop State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Advanced Manufacturing	15.0613

<u>Field of Study</u>	<u>CIP Code</u>
Marine Maintenance/Fitter	46.0616

<u>Field of Study</u>	<u>CIP Code</u>
Ship Repair Technology/Technician	46.0616

Calhoun Community College

<u>Field of Study</u>	<u>CIP Code</u>
Electrical Technology	46.0302

Central Alabama Community College

<u>Field of Study</u>	<u>CIP Code</u>
Office Administration	52.0504

<u>Field of Study</u>	<u>CIP Code</u>
Advanced Manufacturing	15.0613

<u>Field of Study</u>	<u>CIP Code</u>
Computer Science w/emp in Cybersecurity	11.0101

<u>Field of Study</u>	<u>CIP Code</u>
Computer Science w/emp in Networking & Support	11.0101

<u>Field of Study</u>	<u>CIP Code</u>
Computer Science w/emp in Graphics and Web Design	11.0101

<u>Field of Study</u>	<u>CIP Code</u>
Business	52.0201

<u>Field of Study</u>	<u>CIP Code</u>
Industrial Electronics Technology	47.0105

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<u>Field of Study</u> Machine Shop w/emp in Manual Milling Machine Operator	<u>CIP Code</u> 48.0503
<u>Field of Study</u> Machine Shop w/emp in Manual Lathe Operator	<u>CIP Code</u> 48.0503
<u>Field of Study</u> Machine Shop w/emp in Basic Machine Operator	<u>CIP Code</u> 48.0503
<u>Field of Study</u> Machine Shop w/emp Basic Machinist	<u>CIP Code</u> 48.0503
<u>Field of Study</u> Machine Shop w/emp in CNC Operator	<u>CIP Code</u> 48.0503
<u>Field of Study</u> Machine Shop w/emp in CNC Specialist	<u>CIP Code</u> 48.0503
<u>Field of Study</u> Machine Shop w/emp in Tool & Die	<u>CIP Code</u> 48.0503
<u>Field of Study</u> Drafting & Design Technology w/emp in Architectural Drafting	<u>CIP Code</u> 15.1301
<u>Field of Study</u> Welding w/emp in Basic Welding	<u>CIP Code</u> 48.0508
<u>Field of Study</u> Welding w/emp in Advanced Welding	<u>CIP Code</u> 48.0508
<u>Field of Study</u> Office Administration w/emp in Business Communications	<u>CIP Code</u> 52.0401
<u>Field of Study</u> Office Administration w/emp in Microsoft Office	<u>CIP Code</u> 52.0401

Faulkner State Community College

<u>Field of Study</u>	<u>CIP Code</u>
General Aviation Technology	47.0699
Advanced Aviation Composite Materials	47.0607
Avionics I	47.0609
Avionics II	47.0609
Avionics III	47.0609
Aircraft Structure	47.0607
Aircraft Systems	4730607
Powerplant I	47.0608
Powerplant II	47.0608

Ingram State Technical College

<u>Field of Study</u>	<u>CIP Code</u>
Horticulture w/emp in Basic Horticulture, Nursery Production Grower; Landscape Management	06.0101

Northwest-Shoals Community College

<u>Field of Study</u>	<u>CIP Code</u>
Welding w/emp in Basic SMAW (stick) FCAW/GMAW (Mig/Flux cored) GTAW Plate & Pipe (TIG) SMAW Groove & Pipe	48.0508
Air Conditioning and Refrigeration w/emp in ACR Basic; ACR Level I ACR Level 2; ACR Level 3	15.0501

Snead State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Basic Electricity	47.0303
Automation	47.0303
Industrial Technology	47.0303

Trenholm State Technical College

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

Wallace Community College (Hanceville)

<u>Field of Study</u>	<u>CIP Code</u>
Construction Science	46.0499
Civil/Mechanical Science	15.0000

<u>Field of Study</u> Basic AutoCAD	<u>CIP Code</u> 15.0000
<u>Field of Study</u> 3D Graphic Science	<u>CIP Code</u> 15.0000
<u>Field of Study</u> Advanced Design	<u>CIP Code</u> 15.0000
<u>Field of Study</u> Basic Electronics	<u>CIP Code</u> 47.0105
<u>Field of Study</u> Intermediate Electronics	<u>CIP Code</u> 47.0105
<u>Field of Study</u> Basic Automation and Controls	<u>CIP Code</u> 47.0105
<u>Field of Study</u> Advanced Automation and Controls	<u>CIP Code</u> 47.0105
<u>Field of Study</u> Basic Biomedical Concepts	<u>CIP Code</u> 47.0105

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 14: Summary of Post-Implementation Reports

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

Staff Recommendation: For information only.

Background: Programs that met post-implementation conditions:

- Auburn University, Program: Master of Real Estate Development (CIP 04.1001)
- Auburn University, Program: Master of Science in Geography (CIP 45.0701)
- Auburn University, Program: Bachelor of Science in Interdisciplinary University Studies (CIP 30.9999)
- University of North Alabama, Program: Bachelor of Science or Bachelor of Arts in Entertainment Industry (CIP 50.1001)

Programs that did not meet post-implementation conditions:

- None.

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]**

Meeting Conditions:

Auburn University (2015 Report)

- Program: Master of Real Estate Development (CIP 04.1001)

Approved by Commission: March 2009

Proposed Implementation Date: May 2010

Actual Implementation Date: May 2010

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for 2010-11 through 2014-15 will be at least 11, based on the proposal.
2. That the average number of graduates for academic years 2011-12 through 2014-15 will be at least 9, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Master of Real Estate Development (CIP 04.1001)	Average New Enrollment Headcount 2010-11 through 2014-15	Average Number of Graduates, 2011-12 through 2014-15	Percentage of Graduates Employed in Field
Required	11	9	75%
Reported	16	13	100%
Met/not met	Met	Met	Met

The assessment condition has been met.

Program outcomes are grouped in the general categories of Formal and Technical Mastery, Professional Competency, and Integrative Thinking. Each outcome is then refined into more specific goals, and assessment methods are assigned to each goal and used to evaluate student performance and learning. As a result of this process, both program strengths and program weaknesses have been identified, and strategies for improvement have been defined. For example, although the overall assessment of program outcomes and goals is very positive, weaknesses have been detected in some areas of skills and competency, and the institution indicates they are being addressed.

Meeting Conditions:

Auburn University (2015 Report)

- Program: Master of Science in Geography (CIP 45.0701)

Approved by Commission: June 2008

Proposed Implementation Date: August 2009 (delayed one year due to economy)

Actual Implementation Date: May 2010

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for 2010-11 through 2014-15 will be at least 4, based on the proposal.
2. That the average number of graduates for academic years 2011-12 through 2014-15 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.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Master of Science in Geography (CIP 45.0701)	Average New Enrollment Headcount 2010-11 through 2014-15	Average Number of Graduates, 2011-12 through 2014-15	Percentage of Graduates Employed in Field
Required	4	4	75%
Reported	5	4	79%
Met/not met	Met	Met	Met

The assessment condition has been met.

The program was assessed in a variety of ways. The candidates were administered a comprehensive oral examination; a survey of student perceptions of knowledge was undertaken; professional presentations were required and evaluated, participation in the professional publication process was evaluated; and employment placement of graduates was monitored. Results of these evaluations and the use of the information for continuous improvement supported that the assessment condition has been met.

Meeting Conditions:

Auburn University (2015 Report)

- Program: Bachelor of Science in Interdisciplinary University Studies (CIP 30.9999)

Approved by Commission: June 2009

Proposed Implementation Date: August 2009

Actual Implementation Date: May 2010 (delayed)

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for 2009-10 through 2013-14 will be at least 12, based on the proposal.
2. That the average number of graduates for the academic years 2010-11 through 2013-14 will be at least 11, based on the proposal (four year average).
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Bachelor of Science in Interdisciplinary University Studies (CIP 30.9999)	Average New Enrollment Headcount 2009-10 through 2013-14	Average Number of Graduates, 2010-11 through 2013-14	Percentage of Graduates Employed in Field
Required	12	11	75%
Reported	37	35	94%
Met/not met	Met	Met	Met

The assessment condition has been met.

The assessment condition was met as demonstrated through a variety of methods, including electronic portfolio evaluations; capstone evaluations and related surveys; online program evaluations at several transition points; and interviews conducted annually among faculty mentors and minor advisors and review of the associated data collected. The institution also points out that Auburn's Interdisciplinary Studies program was recently recognized by BestColleges.com as one of the top 50 Integrative Studies programs in the country.

Meeting Conditions:

University of North Alabama (2015 Report)

- Program: Bachelor of Science or Bachelor of Arts in Entertainment Industry (CIP 50.1001)

Approved by Commission: June 2010

Proposed Implementation Date: August 2010

Actual Implementation Date: August 2010

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2010-11 will be at least 29, based on the proposal.
2. That the average number of graduates for the academic years 2010-11 through 2014-15 (four year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Bachelor of Science or Bachelor of Arts in Entertainment Industry (CIP 50.1001)	Average New Enrollment Headcount 2010-11 through 2014-15	Average Number of Graduates, 2010-11 through 2014-15	Percentage of Graduates Employed in The Field
Required	29	10	75%
Reported	49	20	76%
Met/not met	Met	Met	Met

The employer follow-up survey yielded a 90 percent response rate. Out of the 100 graduates, 76 graduates fell into a related employment category.

The assessment condition has been met.

The overall assessment of the program was attained based upon a variety of systematic and continuous measures, including as examples – embedded assessments within classes, employer evaluations, student journals, marketing plans, and such unique assessments as mock contract negotiations. All the assessments were linked to the program objectives and learning outcomes.

INFORMATION ITEM 15: 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 institutions have sent notification that the programs listed have been implemented.

Auburn University

Program: Master of Science in Natural Resources,
M.S., CIP 03.0101
Approval date: June 12, 2015
Implementation date: August 2015 (on schedule)
Post-implementation report date: September 1, 2020.

Auburn University at Montgomery

Program: Master of Accountancy in Accountancy, M.Acc.,
CIP 52.0301
Approval date: March 20, 2015
Implementation date: June 2015 (on schedule)
Post-implementation report date: September 1, 2020.

Program: Bachelor of Science in International Business,
B.S., CIP 52.1101
Approval date: June 12, 2015
Implementation date: August 2015 (on schedule)
Post-implementation report date: September 1, 2020.

Auburn University at Montgomery (continued)

Program: Bachelor of Science in Geographic Information Systems, B.S., CIP 45.0702
Approval date: June 12, 2015
Implementation date: August 2015 (on schedule)
Post-implementation report date: September 1, 2020.

Program: Master of Science in Geographic Information Systems, B.S., CIP 45.0702
Approval date: June 12, 2015
Implementation date: August 2015 (on schedule)
Post-implementation report date: September 1, 2020.

Program: Educational Specialist in Instructional Technology, Ed.S., CIP 13.0501
Approval date: September 12, 2014
Implementation date: January 2015 (early implementation)
Post-implementation report date: January 3, 2020.

Troy University

Program Master of Arts in Economics, M.A., CIP 52.0601
Approval Date: March 21, 2014
Implementation date: August 2015 (on schedule))
Post-implementation report date: September 15, 2020.

Program Doctor of Philosophy in Sport Management, Ph.D., CIP 31.0504
Approval Date: March 21, 2014
Implementation date: August 2015 (delayed)
Post-implementation report date: Annual reporting after each of the first four years of implementation and standard conditions (5th year) reporting.

University of Alabama in Huntsville

Program: Master of Science in Management – Business Analytics, M.S.M., CIP 52.1301
Approval date: December 5, 2014
Implementation date: August 2015 (on schedule)
Post-implementation report date: June 20, 2020.

Program: Master of Science in Management – Human Resource Management, M.S.M., CIP 52.0201
Approval date: December 5, 2014
Implementation date: August 2015 (on schedule)
Post-implementation report date: September 1, 2020.

Program: Master of Science in Supply Chain and Logistics Management, M.S., CIP 52.0203
Approval date: December 5, 2014
Implementation date: August 2015 (on schedule)
Post-implementation report date: September 1, 2020.

University of North Alabama

Program: Bachelor of Arts/ Bachelor of Science in Earth Systems Sustainability, B.A./B.S., CIP 30.3301
Approval date: June 12, 2015
Implementation date: August 2015 (on schedule)
Post-implementation report date: September 1, 2020.

Program: Master of Arts in Public History, M.A., CIP 54.0105
Approval date: June 12, 2015
Implementation date: August 2015 (on schedule)
Post-implementation report date: September 1, 2020.

Program: Bachelor of Science in Culinary, Nutrition, and Hospitality Management, B.S., CIP 12.0599
Approval date: December 5, 2014
Implementation date: August 2015 (on schedule)
Post-implementation report date: September 1, 2020.

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 16: Distribution of 2015-2016 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 2015-2016 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, 2016 – 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. 2015-2016 Alabama Student Assistance Program Institutional Distribution of State Funds. Attached.

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