

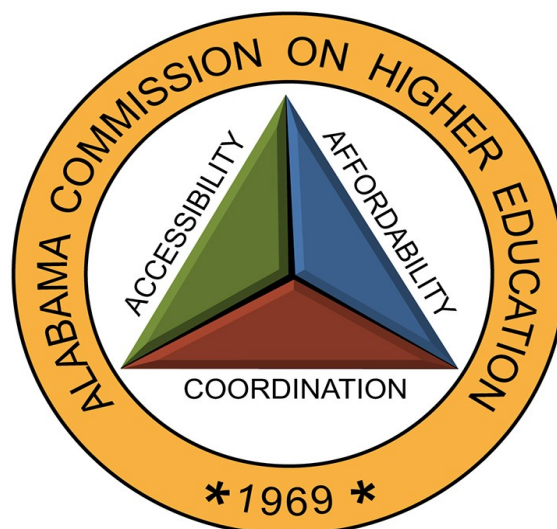
Alabama Commission on Higher Education
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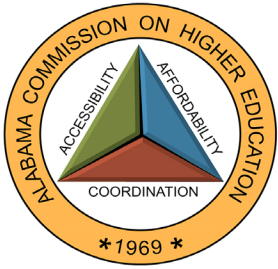
COMMISSION MEETING

Troy University
600 University Avenue
Troy University, Alabama 36082

December 6, 2018
Presentation & Reception
6:00 p.m.

December 7, 2018
Meeting of the Commission
10:00 a.m.



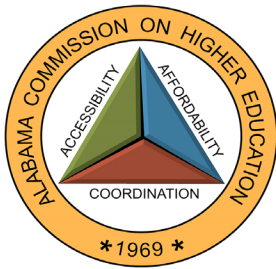


AGENDA

ALABAMA COMMISSION ON HIGHER EDUCATION

December 6, 2018
Presentation & Reception for Commissioners and Staff
6:00 p.m.

Troy University International Art Center
158 Luther Drive
Troy, AL 36082



AGENDA

ALABAMA COMMISSION ON HIGHER EDUCATION
Troy University Trojan Center Theater
7 College Drive
Troy, AL 36082

December 7, 2018
 10:00 a.m.

- I. Call to Order / Prayer / Pledge of Allegiance**
- II. Roll Call of Members and Determination of Quorum**
- III. Approval of Agenda**
- IV. Ratification of Actions Taken by the Executive Committee of the Alabama Commission on Higher Education on September 14, 2018** 1
- V. Approval of Minutes of September 14, 2018** 4
- VI. Welcome to Troy University**
Troy Representative
- VII. Chairman’s Report**
Commissioner Charles Ball
- VIII. Executive Director’s Report**
Dr. Jim Purcell
 - A. Strategic Plan Update**
 - B. Quadrennial Review Overview**
- IX. Decision Items**
 - A. Annual Report: Alabama Commission on Higher Education 2017-2018**..... 5
Staff Presenter: Ms. Margaret Gunter
 - B. Executive Budget Request for FY 2019-2020** 6
Staff Presenter: Ms. Veronica Harris
 - C. Consolidated Budget Recommendation for FY 2019-2020**..... 16
Staff Presenter: Ms. Susan Cagle
 - D. Report on the Facilities Master Plan & Capital Projects Requests for FY 2019-2020 - FY 2023-2024**24
Staff Presenter: Ms. Susan Cagle
 - E. Final Approval of Amendments to the Administrative Procedures for Chapter 300-2-1-.02: Review and Approval Or Disapproval of Proposed Postsecondary Course Offerings in Alabama by Non-Alabama Institutions Seeking State Authorization** 43
Staff Presenter: Mr. Tim Vick
 - F. Final Approval of Administrative Procedures for Distance Education Chapter 300-2-1-.10** 50
Staff Presenter: Mr. Tim Vick



G. Preliminary Approval of Amendments to the Administrative Procedures for Chapter 300-4-3: Alabama Student Grant Program 52
Staff Presenter: Mr. Tim Vick

H. Academic Programs

ALABAMA COMMUNITY COLLEGE SYSTEM (ACCS)

CENTRAL ALABAMA COMMUNITY COLLEGE

1. Associate in Applied Science and Certificate in Medical Assistant Technology (CIP 51.0801) 67
Staff Presenter: Ms. Margaret Pearson

GADSDEN STATE COMMUNITY COLLEGE

1. Associate in Applied Science in Dental Hygiene/Hygienist (CIP 51.0602) 74
Staff Presenter: Ms. Margaret Pearson

NORTHWEST SHOALS COMMUNITY COLLEGE

1. Associate in Applied Science in Radiologic Technology (CIP 51.0911) 80
Staff Presenter: Ms. Margaret Pearson

2. Associate in Applied Science in Diagnostic Medical Sonography (CIP 51.0910) 86
Staff Presenter: Ms. Margaret Pearson

WALLACE COMMUNITY COLLEGE DOTHAN

1. Associate in Applied Science and Certificate in Surgical Technology (CIP 51.0909) 91
Staff Presenter: Ms. Margaret Pearson

FOUR-YEAR INSTITUTIONS

AUBURN UNIVERSITY (AU)

1. Bachelor of Science in Wildlife Enterprise Management (CIP 03.0207) 98
Staff Presenter: Ms. Margaret Pearson

2. Bachelor of Science in Biological & Agricultural Technology Management (CIP 01.0106) 107
Staff Presenter: Ms. Margaret Pearson

3. Bachelor of Science in Philanthropy & Nonprofit Studies (CIP 19.0707) 115
Staff Presenter: Ms. Margaret Pearson

TROY UNIVERSITY (TU)

1. Master of Science in Athletic Training (CIP 51.0913) 124
Staff Presenter: Ms. Margaret Pearson

UNIVERSITY OF ALABAMA AT BIRMINGHAM (UAB)

- 1. Master of Arts in Education in Educational Studies (CIP 13.0101) 134
Staff Presenter: Ms. Margaret Pearson

UNIVERSITY OF MONTEVALLO

- 1. Bachelor of Arts/Bachelor of Science in Computer Science (CIP 11.0701) 142
Staff Presenter: Ms. Margaret Pearson

UNIVERSITY OF SOUTH ALABAMA

- 1. Master of Science in Rehabilitation Sciences-Speech Language Pathology (CIP 51.2314) 151
Staff Presenter: Ms. Margaret Pearson
- 2. Master of Science in Rehabilitation Sciences-Occupational Therapy (CIP 51.2314) 161
Staff Presenter: Ms. Margaret Pearson

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- 1. Implementation of Distance Education Programs 171
Staff Presenter: Ms. Margaret Pearson
- 2. Implementation of Non-Degree Programs at Senior Institutions 172
Staff Presenter: Ms. Margaret Pearson
- 3. Implementation of New Short Certificate Programs (Less than 30 Semester Hours) 173
Staff Presenter: Ms. Margaret Pearson
- 4. Change in the Name and Establishment of Centers and Departments 175
Staff Presenter: Ms. Margaret Pearson
- 5. Changes to the Academic Program Inventory 177
Staff Presenter: Ms. Margaret Pearson
- 6. Annual Off-Campus Site Follow-up Report for Academic Year 2017-2018 179
Staff Presenter: Ms. Margaret Pearson
- 7. Extensions/Alterations to Existing Programs of Instruction 180
Staff Presenter: Ms. Margaret Pearson

X. Adjournment

DECISION ITEM IV:

Ratification of the Actions taken by the Executive Committee of the Alabama Commission on Higher Education on September 14, 2018

Staff Presenter:

Tim Vick
Director of Operations and Fiscal Services

Staff Recommendation:

That the Commission ratify the actions taken by the Executive Committee on September 14, 2018

Background:

A quorum was not present at the regularly scheduled September 14, 2018 meeting of the Commission. After it was determined that a quorum was not present, Chairman Ball adjourned the meeting and immediately convened a meeting of the Executive Committee of the Commission, which adopted the agenda of the regularly scheduled meeting as its agenda. The audience that was present for the regularly scheduled meeting remained for the Executive Committee Session.

The Commission bylaws state, "...there shall be an Executive Committee of the Alabama Commission on Higher Education to consist of the chairman, vice-chairman, and such other commissioners as appointed by the chairman, the number of which shall not exceed four. The Executive Committee is empowered to act on behalf of the Commission between regular scheduled meetings of the Commission with said action being subject to ratification by the full Commission at a regular or special meeting held in accordance with all laws requiring open and public meetings."

The Executive Committee approved all the items that were on the agenda.

Supporting Documentation:

1. Attachment 1. Summary of actions taken by the Executive Committee of the Alabama Commission on Higher Education on September 14, 2018.
2. Minutes of the September 14, 2018 meeting of the Executive Committee of the Alabama Commission on Higher Education. Available upon request.

Attachment 1

Summary of Actions taken by the Executive Committee of the Alabama Commission on Higher Education on September 14, 2018

The agenda of the regularly scheduled meeting of the Commission was adopted for the meeting of the Executive Committee.

The Minutes of the June 8, 2018 meeting of the Commission were approved.

The following slate of officers were elected:

Commissioner Ed Sanders was elected Chairman.
Commissioner Stan Pylant was elected Vice-Chairman.

The following items were approved:

- A. Fiscal Year 2018-19 Operations Plan
- B. Approval of 2019 Meeting Schedule
- C. Final Approval of Amendments to the Administrative Procedures for Chapter 300-1-1: Organization of the Alabama Commission on Higher Education
- D. Final Approval to Repeal the Administrative Procedures for the State of Alabama Chiropractic Scholarship Program for Chapter 300-4-6
- E. Final Approval of Administrative Procedures for the Alabama Math and Science Teacher Education Program – Loan Repayment Program for Chapter 300-4-12
- F. Final Approval of Amendments to the Administrative Procedures for Fiscal and Information Systems for Chapter 300-2-3
- G. Final Approval of Amendments to the Administrative Procedures for Education Assistance Programs (Academic Common Market and SREB Contract Programs) for Chapter 300-2-4
- H. Preliminary Approval of Amendments to the Administrative Procedures for Chapter 300-2-1.02: Review and Approval Or Disapproval of Proposed Postsecondary Course Offerings in Alabama by Non-Alabama Institutions Seeking State Authorization
- I. Preliminary Approval of a New Rule to the Administrative Procedures for Chapter 300-2-1-.10: Distance Education Policy
- J. Approval of List of School Systems with Critical Teaching Shortages in Math and/or Science for use in the AMSTEP Loan Repayment Program
- K. Academic Programs

ENTERPRISE STATE COMMUNITY COLLEGE:

- 1. Associate in Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)

UNIVERSITY OF ALABAMA (UA)

- 1. Bachelor of Science in Musical Audio Engineering (CIP 14.1099)
- 2. Bachelor of Science in Computer Engineering in Computer Engineering (CIP 14.0901)
- 3. Bachelor of Science in Educational Neuroscience (CIP 13.0607)
- 4. Master of Science in Business Analytics (CIP 52.1302)
- 5. Master of Arts in Biological Sciences (CIP 26.0101)
- 6. Doctor of Social Work in Social Work (CIP 44.0701)

UNIVERSITY OF ALABAMA IN HUNTSVILLE (UAH)

1. Master of Arts in Teaching - P-12 Education (CIP 13.1206)

UNIVERSITY OF WEST ALABAMA (UWA)

1. Bachelor of Science in Health and Physical Education (CIP 13.9999)

UNIVERSITY OF NORTH ALABAMA (UNA)

1. Bachelor of Science in Applied Health Science (CIP 51.0799)

L. Approval of an Off-Campus Sites

1. Central Alabama Community College at the Pratt Mills Center, Prattville, Alabama

M. Extensions/Alterations of Existing Doctoral Programs

1. University of Alabama, Alteration of the PhD in Communication and Information Sciences (CIP 09.0102)
2. University of Alabama at Birmingham, Alteration of the DSc in Administration-Health Services (CIP 51.0701)

N. Request to Amend Post-Implementation Conditions

1. Auburn University, Bachelor of Music (CIP 50.0901)
2. University of Alabama in Huntsville, Bachelor of Science in Economics and Computational Analysis (CIP 52.0601)

O. Public Drawing to Determine the Order of Payment of Alabama Student Grant Program (ASGP) Funds for the 2018-2019 Academic Year

Order of Drawing

1. South University
2. Birmingham-Southern College
3. Faulkner University
4. Huntingdon College
5. Amridge University
6. Spring Hill College
7. Judson College
8. Miles College
9. University of Mobile
10. Samford University
11. Stillman College
12. U.S. Sports Academy
13. Oakwood University

The following Information Items were accepted into the record:

1. Implementation of Approved Programs
2. Implementation of Distance Education Programs
3. Summary of Post Implementation Reports
4. Implementation of New Short Term Certificate Programs (Less than 30 Semester Hours)
5. Changes to the Academic Program Inventory
6. Implementation of Non-Degree Programs at Senior Institutions
7. Change in the Name and Establishment of Centers and Departments
8. University of South Alabama, Addition of Music Certifications to the Existing Master of Music (CIP 50.0901)
9. Extensions/Alterations to Existing Programs of Instruction
10. Distribution of 2018-2019 Alabama Student Assistance Program (ASAP) Funds

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ALABAMA COMMISSION ON HIGHER EDUCATION

Minutes of Meeting for September 14, 2018

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ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING

September 14, 2018

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, September 14, 2018 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Ball called the meeting to order at 10:00 a.m.

Commissioner Ball welcomed institutional representatives and guests and followed with a prayer and lead the audience in the Pledge of Allegiance.

II. Roll Call of Members and Determination of Quorum

Dr. Purcell called the roll and there was no quorum of members present.

Commission Members present: Charles Ball-chair, Charles Sanders, Karen Calametti, Timothy Gyan, and Miranda Frost.

Commission Members absent: Stan Pylant, Amy Price, Charles Buntin, Norman Crow, and Patricia McGriff.

Dr. Purcell directed the members present to the ACHE Bylaws which state, "...there shall be an Executive Committee of the Alabama Commission on Higher Education to consist of the chairman, vice-chairman, and such other commissioners as appointed by the chairman, the number of which shall not exceed four. The Executive Committee is empowered to act on behalf of the Commission between regular scheduled meetings of the Commission with said action being subject to ratification by the full Commission at a regular or special meeting held in accordance with all laws requiring open and public meetings."

Chairman Ball then appointed Commissioners Calametti and Gyan to the Executive Committee.

Commissioner Sanders moved to adjourn the regular meeting. Commissioner Gyan seconded. Motion passed unanimously.

Executive Committee present: Charles Ball-chair, Charles Sanders, Karen Calametti, Timothy Gyan. Commissioner Frost was present and was allowed to participate.

Dr. Purcell affirmed there was a quorum of the Executive Committee.

III. Approval of Agenda

RESOLVED: Commissioner Frost moved to approve the agenda. Commissioner Sanders seconded. The agenda was approved.

IV. Consideration of Minutes of June 8, 2018.

RESOLVED: Commissioner Gyan moved for approval of the June 8, 2018 minutes. Commissioner Calametti seconded. Motion carried. The minutes were approved.

V. Chairman's Report

Dr. Purcell presented Commissioner Ball with a plaque for his service to the Commission. Commissioner Ball thanked the Commission for allowing him to serve on the board for the past 10 years. He stated that it has been an honor and he is looking forward to continuing to support the work of the Commission.

VI. Election of Officers

Commissioner Calametti reported that the Nominating Committee recommends Commissioner Charles Sanders as Chair of the Commission and Commissioner Stan Pylant as Vice-Chair. There were no nominations from the floor.

RESOLVED: Commissioner Gyan moved to accept the recommendation of the Nominating Committee. Commissioner Frost seconded. Motion carried.

VII. Executive Director's Report

Dr. Purcell reported on the following activities:

- Alabama Grade-Level Reading Campaign
- FAFSA Completion Project Update
- Summer Melt Proposal with American Institute for Research
- Open Education Resource

A copy of the power point presentation can be found on the ACHE website at www.ache.alabama.gov.

He invited those present to attend a presentation from the Education Commission of the States on financial aid and the longitudinal database which immediately followed the Commission meeting.

VIII. Tour of Commission's New Website

Ms. Shelia McFarland, Webmaster & Software Support Coordinator and Mr. Stephen Mims, Programmer presented a tour of the Commission's new website. The website address is www.ache.edu.

IX. Discussion Items

A. Trends in College Tuition Pricing, 2009-10 through 2018-19

Dr. Purcell presented statistics detailing the pricing trends in undergraduate and graduate annual tuition and fees at Alabama public institutions. This information is disaggregated by sector, by institution, and by award level for both resident and non-resident students.

A copy of this power point presentation is available on the Commission's website.

B. Survey of Institutional Preparedness for a Variety of Hazards

Mr. Ron Leonard presented the results of the survey conducted, in conjunction with the Alabama Emergency Management Agency, on campus preparedness and security measures at Alabama institutions. All two and four-year institutions responded.

A copy of the questions and results can be found on the Commission's website.

X. Decision Items

A. Fiscal Year 2018-19 Operations Plan

Ms. Veronica Harris presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Sanders moved to accept the staff recommendation for approval. Commissioner Calametti seconded. Motion carried.

B. Approval of 2019 Meeting Schedule

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

RESOLVED: Commissioner Calametti moved to accept the staff recommendation for approval. Commissioner Gyan seconded. Motion carried.

RESOLVED: Commissioner Sanders moved that final approval be given to the Administrative Procedure amendments for Agenda Items C through G. Commissioner Calametti seconded. Motion carried.

C. Final Approval of Amendments to the Administrative Procedures for Chapter 300-1-1: Organization of the Alabama Commission on Higher Education

D. Final Approval to Repeal the Administrative Procedures for the State of Alabama Chiropractic Scholarship Program for Chapter 300-4-6

E. Final Approval of Administrative Procedures for the Alabama Math and Science Teacher Education Program – Loan Repayment Program for Chapter 300-4-12

F. Final Approval of Amendments to the Administrative Procedures for Fiscal and Information Systems for Chapter 300-2-3

G. Final Approval of Amendments to the Administrative Procedures for Education Assistance Programs (Academic Common Market and SREB Contract Programs) for Chapter 300-2-4

H. Preliminary Approval of Amendments to the Administrative Procedures for Chapter 300-2-1.02: Review and Approval Or Disapproval of Proposed Postsecondary Course Offerings in Alabama by Non-Alabama Institutions Seeking State Authorization

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

RESOLVED: Commissioner Sanders moved to accept the staff recommendation for approval. Commissioner Calametti seconded. Motion carried.

I. Preliminary Approval of a New Rule to the Administrative Procedures for Chapter 300-2-1-.10: Distance Education Policy

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

RESOLVED: Commissioner Frost moved to accept the staff recommendation for approval. Commissioner Gyan seconded. Motion carried.

J. Approval of List of School Systems with Critical Teaching Shortages in Math and/or Science for use in the AMSTEP Loan Repayment Program

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

RESOLVED: Commissioner Calametti moved to accept the staff recommendation for approval. Commissioner Gyan seconded. Motion carried.

K. Academic Programs

ALABAMA COMMUNITY COLLEGE SYSTEM (ACCS)

ENTERPRISE STATE COMMUNITY COLLEGE

1. Associate in Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)

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

RESOLVED: Commissioner Sanders moved to accept the staff recommendation for approval. Commissioner Gyan seconded. Motion carried.

FOUR-YEAR INSTITUTIONS

UNIVERSITY OF ALABAMA (UA)

1. Bachelor of Science in Musical Audio Engineering (CIP 14.1099)

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

RESOLVED: Commissioner Calametti moved to accept the staff recommendation for approval. Commissioner Frost seconded. Motion carried.

2. Bachelor of Science in Computer Engineering in Computer Engineering (CIP 14.0901)

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

RESOLVED: Commissioner Calametti moved to accept the staff recommendation for approval. Commissioner Frost seconded. Motion carried.

UNIVERSITY OF ALABAMA (UA) (Continued)

3. Bachelor of Science in Educational Neuroscience (CIP 13.0607)

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

RESOLVED: Commissioner Frost moved to accept the staff recommendation for approval. Commissioner Sanders seconded. Motion carried.

4. Master of Science in Business Analytics (CIP 52.1302)

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

RESOLVED: Commissioner Calametti moved to accept the staff recommendation for approval. Commissioner Frost seconded. Motion carried.

5. Master of Arts in Biological Sciences (CIP 26.0101)

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

RESOLVED: Commissioner Sanders moved to accept the staff recommendation for approval. Commissioner Calametti seconded. Motion carried.

6. Doctor of Social Work in Social Work (CIP 44.0701)

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

RESOLVED: Commissioner Frost moved to accept the staff recommendation for approval. Commissioner Calametti seconded. Motion carried.

UNIVERSITY OF ALABAMA IN HUNTSVILLE (UAH)

1. Master of Arts in Teaching - P-12 Education (CIP 13.1206)

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

RESOLVED: Commissioner Frost moved to accept the staff recommendation for approval. Commissioner Sanders seconded. Motion carried.

UNIVERSITY OF WEST ALABAMA (UWA)

1. Bachelor of Science in Health and Physical Education (CIP 13.999)

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

RESOLVED: Commissioner Calametti moved to accept the staff recommendation for approval. Commissioner Sanders seconded. Motion carried.

UNIVERSITY OF NORTH ALABAMA (UNA)

1. Bachelor of Science in Applied Health Science (CIP 51.0799)

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

RESOLVED: Commissioner Frost moved to accept the staff recommendation for approval. Commissioner Gyan seconded. Motion carried.

L. Extensions/Alterations of Existing Doctoral Programs

1. University of Alabama, Alteration of the PhD in Communication and Information Sciences (CIP 09.0102)

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

RESOLVED: Commissioner Frost moved to accept the staff recommendation for approval. Commissioner Sanders seconded. Motion carried.

2. University of Alabama at Birmingham, Alteration of the DSc in Administration-Health Services (CIP 51.0701)

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

RESOLVED: Commissioner Gyan moved to accept the staff recommendation for approval. Commissioner Calametti seconded. Motion carried.

M. Request to Amend Post-Implementation Conditions

1. Auburn University, Bachelor of Music (CIP 50.0901)

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

RESOLVED: Commissioner Sanders moved to accept the staff recommendation for approval. Commissioner Frost seconded. Motion carried.

2. University of Alabama in Huntsville, Bachelor of Science in Economics and Computational Analysis (CIP 52.0601)

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

RESOLVED: Commissioner Frost moved to accept the staff recommendation for approval. Commissioner Calametti seconded. Motion carried.

N. Public Drawing to Determine the Order of Payment of Alabama Student Grant Program (ASGP) Funds for the 2018-2019 Academic Year

Ms. Cheryl Newton, Manager of Grants and Scholarships, conducted a public drawing to determine the order of grants to be disbursed to thirteen (13) participating institutions. Commissioner Frost assisted in drawing the institutional names. The grants will be disbursed in the following order:

1. South University
2. Birmingham Southern
3. Faulkner University
4. Huntingdon College
5. Amridge University
6. Spring Hill College
7. Judson College
8. Miles College
9. University of Mobile
10. Samford University
11. Stillman College
12. U.S. Sports Academy
13. Oakwood University

O. Information Items

RESOLVED: Commissioner Sanders moved that the Commission accept Information Items 1 through 10 for approval. Commissioner Gyan seconded. Motion carried.

1. Implementation of Approved Programs
2. Implementation of Distance Education Programs
3. Summary of Post Implementation Reports
4. Implementation of New Short Term Certificate Programs (Less than 30 Semester Hours)
5. Changes to the Academic Program Inventory
6. Implementation of Non-Degree Programs at Senior Institutions
7. Change in the Name and Establishment of Centers and Departments
8. University of South Alabama, Addition of Music Certifications to the Existing Master of Music (CIP 50.0901)
9. Extensions/Alterations to Existing Programs of Instruction
10. Distribution of 2018-2019 Alabama Student Assistance Program (ASAP) Funds

XI. Adjournment

The meeting was adjourned at 11:50 a.m. The next meeting of the Commission is scheduled for December 7, 2018.

A Work Session presented by Zeke Perez and Lauren Sisneras of the Education Commission of the States on longitudinal data and financial aid immediately followed the Commission Meeting.

A copy of the presentation can be found on the Commission's website.

Commissioner Calametti moved to adjourn the Work Session. Ball seconded. Motion carried.

The Work Session was adjourned at 12:35 p.m. The next meeting of the Commission is scheduled for December 7, 2018.

Charles Ball, Chairman

Sworn to and subscribed before
me this the ____ day of _____
2018.

Jim Purcell, Executive Director

Notary Public

DRAFT

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, December 7, 2018

DECISION ITEM A: Annual Report: Alabama Commission on Higher Education 2017-2018

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

Staff Recommendation: Affirmative vote to receive report

Background: According to Section 16-5-10(9) of the code of Alabama, the Alabama Commission on Higher Education is required to submit to the Governor and to the Legislature an annual report highlighting the designated fiscal year's activities of the Commission.

Supporting Documentation: 2017-2018 Annual Report – Alabama Commission on Higher Education will be sent electronically to Commissioners prior to the December 7, 2018 meeting. Printed copies will be distributed at the meeting.

DECISION ITEM B: Executive Budget Request for FY 2019-20

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

Staff Recommendation: Staff recommends that the Commission approve the Alabama Commission on Higher Education's (ACHE) Executive Budget Request for FY 2019-20, as presented.

Background: The Code of Alabama, Title 41, Chapter 19, Section 6 (a) (3) states that, each state agency/department, on the date and in the form and content prescribed by the Department of Finance, shall prepare and forward to the Budget Officer the budget requested to carry out its proposed plans in the succeeding fiscal year. The budget request information shall include the expenditures during the last fiscal year, those estimated for the current fiscal year, those proposed for the succeeding fiscal year and any other information requested by the Department of Finance.

The Executive Budget Office's (EBO) due date for the FY 2019-20 budget requests was November 1, 2018. The budgeting guidelines from EBO and the FY 2018 year-end automated reports from the State financial systems were not available until October 2018. Therefore, sufficient data and required cost projection figures were not available to develop the detailed budget request in time for presentation to the Commission at the September meeting. In order to comply with the designated submission deadline, a draft budget request was submitted to EBO. A summary of the request can be found under Attachment 1.

Currently, ACHE's budget is comprised of 26 separate line items. The majority of the activities conducted by the staff are funded by the Operations and Maintenance (O&M) line under Planning and Coordination Services. A description of each activity can be found under Attachment 2.

The following planning assumptions were used in developing the FY 2018-19 Executive Budget Request.

Planning and Coordination (Operations and Maintenance)

1. Funds are needed to support potential statewide accountability measures. This includes:
 - a. Funds to purchase various data sets from the National Student Clearinghouse, and
 - b. Funds to support trustee/commissioner professional development activities.
2. An increase is needed for employee termination costs (retirements).
3. Increased costs for employer contributions for health insurance.
4. Increased costs for building operations and rent.

5. Increases are needed to cover increases in Information Service Division (ISD) charges, postage, and telephone services and for Comptroller Office transaction charges.
6. Increases are needed for subscriptions, software purchases, replacement of computers and printers, UPS/FedEx shipping costs, professional association dues and general office supplies.

Other Programs:

Alabama Student Assistance Program (ASAP): A 27.11% increase is being requested for the state's need-based student financial aid program. This will bring ASAP to a level matching the amount being requested for the Alabama Student Grant Program.

A 20.45% increase is being requested for the Police Officers and Firefighters Survivor's Educational Assistance Program to ensure that sufficient funds are available to meet statutory obligations. Due to the Rolling Reserve Act, it is extremely difficult to obtain supplemental appropriations.

Five (5) percent increases are being requested for the following programs.

1. Alabama Student Grant Program to offset rising tuition costs.
2. Alabama National Guard Educational Assistance Program to offset rising tuition costs.
3. Southern Regional Educational Board for increased dues, Academic Common Market activities and for the Minority Doctoral Scholars Program.
4. Network of Alabama Academic Libraries to offset the rising costs of purchasing library resources.
5. Articulation and General Studies Committee / Statewide Transfer Articulation Reporting System (AGSC / STARS) to update outdated technology.
6. Experimental Program to Stimulate Competitive Research to provide more funds for the Graduate Research Scholars program.

Level funding is being recommended for all other items in the budget.

The staff also is requesting approval to request \$2,000,000 to support the following new activity.

Human Capital Development Fund - Funds from this program would be used by the state's colleges and universities to address critical workforce needs and to expand high-demand, high-wage programs of study. Appropriated funds will be distributed by ACHE among the campuses by competitive requests for proposals (RFP) based on workforce issues determined by the Governor's Workforce Council.

Overall this represents an increase of 12.24% over FY 2018-19's appropriation.

Supporting Documentation:

1. Attachment 1: Budget Request Summary is attached.
2. Attachment 2: ACHE Program Descriptions.

Attachment 1

STATE OF ALABAMA EBO Form No. 2		AGENCY BUDGET REQUEST SUMMARY BUDGET REQUEST				Agency: Alabama Commission on Higher Education Agency No.: 319 Page 1 of 2	
CODE NO.	PROGRAMS AND ACTIVITIES	ACTUAL EXPENDITURES 2018	BUDGETED EXPENDITURES 2019	REQUESTED EXPENDITURES 2020	INCREASE (DECREASE)		
					AMOUNT	PERCENT	
172	PLANNING AND COORDINATION SERVICES						
0144	Postsecondary Education (ACHE O&M)	3,206,745	3,352,892	3,598,466	245,574	7.32%	
0322	Non Resident Institutions	104,078	236,239	236,239			
1323	SARA - Reciprocity	69,136	200,000	200,000			
	TOTAL	3,379,959	3,789,131	4,034,705	245,574	6.48%	
153	STUDENT ASSISTANCE						
0121	Alabama Student Assistance Program	2,897,486	4,147,551	5,271,783	1,124,232	27.11%	
0122	Alabama Educational Grants Program	4,470,832	5,020,970	5,271,783	250,813	5.00%	
0124	Alabama National Guard Educational Assistance Program	4,679,881	4,680,000	4,913,850	233,850	5.00%	
0794	Police and Firefighter's Survivors Tuition Program	250,644	250,725	302,000	51,275	20.45%	
1137	Math and Science Teacher Education Scholarship	324,599	725,000	725,000			
	TOTAL	12,623,442	14,824,246	16,484,416	1,660,170	11.20%	
152	SUPPORT OF OTHER EDUCATIONAL ACTIVITIES						
0109	Southern Regional Education Board	624,949	624,950	656,214	31,264	5.00%	
0118	Network of Alabama Academic Libraries	300,993	301,248	316,322	15,074	5.00%	
0107	AGSC/STARS	374,852	374,867	393,629	18,762	5.00%	
0116	Experimental Program to Stimulate Competitive Research	1,141,462	1,143,088	1,200,216	57,128	5.00%	
0144	No Child Left Behind (Title II)	247,165	107,000				
0000	Human Capital Development Fund			2,000,000	2,000,000	
	TOTAL	2,689,421	2,551,153	4,566,381	2,015,228	76.99%	
151	SUPPORT OF STATE UNIVERSITIES						
0800	Alabama Agricultural Land Grant Alliance	5,241,282	5,316,283	5,316,283			
	TOTAL	5,241,282	5,316,283	5,316,283			
189	SUPPORT OF STATE PROGRAMS						
0306	Resource Conservation & Development Program (RC &D)	1,787,744	2,037,744	2,037,744			
0307	Soil and Water Conservation Committee Program	1,573,376	1,573,376	1,573,376			
0308	Alabama Forestry Foundation Black Belt Initiative	266,987	267,000	267,000			
0315	Alabama Black Belt Treasures	300,000	300,000	300,000			
0316	Alabama Black Belt Adventures	200,000	230,000	230,000			
1110	Alabama Humanities Foundation	329,999	330,000	330,000			
0318	Alabama Civil Air Patrol	74,999	100,000	100,000			
0319	National Computer Forensics Institute	249,999	250,000	250,000			
0320	Adaptive Sports Scholarship	59,999	60,000	60,000			
0321	Motorsports Hall of Fame	200,000	200,000	200,000			
1327	Alabama Trails Foundation	95,000	195,000	195,000			
0000	Non Resident Alumni Recruitment Initiative			5,543,120			
	TOTAL	5,138,113	5,543,120	5,543,120			
	TOTAL EXPENDITURES	29,072,217	32,023,933	35,944,905	3,920,972	12.24%	

AGENCY BUDGET REQUEST
SUMMARY BUDGET REQUEST

Agency: Alabama Commission on Higher Education
Agency No.: 319 Page 2 of 2

CODE NO.	PROGRAMS AND ACTIVITIES	ACTUAL EXPENDITURES 2018	BUDGETED EXPENDITURES 2019	REQUESTED EXPENDITURES 2020	INCREASE (DECREASE) FROM PRIOR YEAR	
					AMOUNT	PERCENT
0100	Personnel Costs	2,348,665	2,919,189	2,966,272	47,083	1.61%
0200	Employee Benefits	721,175	897,579	917,246	19,667	2.19%
0300	Travel-In-State	19,477	35,331	35,331		
0400	Travel-Out-Of-State	10,304	44,545	44,545		
0500	Repairs and Maintenance	1,800	6,100	5,600	(500)	(8.20%)
0600	Rentals and Leases	473,324	497,389	568,160	70,771	14.23%
0700	Utilities and Communication	40,074	35,852	44,050	8,198	22.87%
0800	Professional Services	84,087	113,615	187,915	74,300	65.40%
0900	Supplies, Materials and Operating Exp	227,683	210,862	220,904	10,042	4.76%
1000	Transportation Equipment Operations	11,398	13,600	13,600		
1100	Grants and Benefits	25,047,943	27,156,035	30,845,236	3,687,201	13.58%
1200	Capital Outlay					
1300	Transportation Equipment Purchases					
1400	Other Equipment Purchases	86,287	91,836	96,046	4,210	4.58%
1500	Debt Service					
1600	Miscellaneous					
	TOTAL EXPENDITURES	29,072,217	32,023,933	35,944,905	3,920,972	12.24%
	TOTAL NUMBER OF EMPLOYEES	30.00	30.00	32.00	2	6.67%
	FUND NO.: SOURCE OF FUNDS	28,700,694	31,480,694	35,508,666	4,027,972	12.80%
0200	ETF Appropriation					
0200	ETF Reappropriation					
0200	Program Change					
0200	ETF Reversion	(48,857)	236,239	236,239		
0403	Local - NRI	225,000	200,000	200,000		
1687	Local - SARA	1,671,000				
0403	Federal Funds - NCLB					
1170	Local - Knight Diversity					
0754	Local - TSPAT					
0403	Balance Brought Forward - NCLB/NRI/SARA	(1,675,620)	107,000	107,000	(107,000)	(100.00%)
	TOTAL FUNDS	29,072,217	32,023,933	35,944,905	3,920,972	12.24%

Attachment 2

ALABAMA COMMISSION ON HIGHER EDUCATION FY 2019-20 Budget Request Program Descriptions

APPROPRIATION CLASS AND FUNCTION:

Appropriation Unit 172 - Planning and Coordination Services Program:

1. **Operations and Maintenance** – Provides funds for ACHE’s mission objectives and for operating costs associated with ACHE’s statutorily mandated functions.
2. **Local Fees** - These funds are considered non-reverting.
 - a. **Non-Resident Institution Program Review Fee (NRI)** – These are funds collected from non-resident institutions related to ACHE’s academic program reviews.
 - b. **National Council for State Authorization Reciprocity Agreements Fee (NC-SARA)** – These funds are state processing fees collected from Alabama institutions who wish to participate in NC-SARA. NC-SARA is a voluntary agreement among member states and U.S. territories that establishes comparable national standards for interstate offering of postsecondary distance-education courses and programs. It is intended to make it easier for students to take online courses offered by postsecondary institutions based in another state.

Appropriation Unit 153 - Student Financial Aid Programs:

1. **Alabama Student Assistance Program (ASAP)** – Provides funds for need-based scholarships to Alabama students attending in-state institutions. There is not a specific statute requiring that this program be funded from the ETF. If an institution qualifies to offer federal Pell Grants, it can participate in ASAP. The maximum award a recipient may receive is \$5,000 per academic year. This program was created in FY 1975-76
2. **Alabama Student Grant Program** (also known as the Alabama Educational Grant Program) – Provides tuition equalization grant funds to Alabama students attending in-state private, non-profit colleges and universities and to students attending other legislatively identified institutions. Funds are to be expended in accordance with *Code of Alabama 1975*, Sections 16-33A-1 through 16-33A-11. This program was created in 1978.

3. **Alabama National Guard Educational Assistance Program (ANGEAP)** – Provides scholarships for Alabama National Guard members attending in-state institutions. Funds are to be spent in accordance with *Code of Alabama 1975*, Sections 31-10-1 through 31-10-4 and Sections 31-10-20 through 31-10-25. This program was created in 1984.
4. **Police Officer’s and Firefighter’s Survivor Educational Assistance Program (POFSEAP)** - Provides scholarships for spouses and dependents of police officers, firefighters and rescue squad members that were either killed or permanently disabled in the line of duty. Funds are to be spent in accordance with *Code of Alabama 1975*, Section 36-21-105. This program was created in 1987.
5. **Alabama Math and Science Teacher Education Program (AMSTEP) – Act 2018-504** – This program is designed to help address the shortage of public high school math and science teachers across the state. Funds from this program are used to help math and science teachers pay off federal student loans. AMSTEP has a two-fold mission: to encourage individuals to enroll in and complete programs leading to Alabama certification in mathematics or science; and to improve the educational system in Alabama by encouraging those who complete the program to accept math or science teaching positions in Alabama public schools, preferably in public school systems where the shortage of math or science teachers, or both, is most acute. AMSTEP is available specifically to teachers who graduated Spring Term 2018 and forward from that date.

Appropriation Unit 152 - Support of Other Educational Activities Programs:

1. **Southern Regional Education Board (SREB)** – This line item provides funds for the State’s membership dues and for participation in the SREB Data Exchange. In addition, it pays for student and institutional participation in the Minority Doctoral Scholars Program and the Academic Common Market.
2. **Network of Alabama Academic Libraries (NAAL)** – This line item provides funds for the coordination and development of activities associated with Alabama’s academic libraries. NAAL encourages and facilitates the sharing of resources and also provides shared resources through the purchase of electronic databases.
3. **Experimental Program to Stimulate Competitive Research (EPSCoR)** – This line item provides state funds for the administration of Alabama-EPSCoR and for Graduate Research Scholarship Program awards. The program is dedicated to the advancement of economic development via scientific and engineering research through a collaborative effort among the State’s research universities. The focus of activities is designed to attract and retain distinguished scientists and researchers for Alabama; to develop new cutting-edge technologies and high-tech industry; and to stimulate state competitiveness in medicine, biotechnology, engineering, and other applied sciences.

4. **Articulation and General Studies Committee (AGSC) / Statewide Transfer and Articulation Reporting System (STARS)** – This line item provides funds for the development and operation of the State’s articulation system administered by Troy University. The computer-based articulation system, known as STARS, generates an agreement between two-year college students and senior universities to accept courses from the school they are transferring from to the school they are transferring to so the student will not lose credit for courses taken.
5. **No Child Left Behind** (also known as Post-Secondary Education) (Federal Funds) – This line provides federal funds to Alabama institutions for the professional development of Alabama K-12 teachers and for innovative teaching programs in math and science.

Appropriation Unit 151 - Support of State Universities:

1. **Alabama Agricultural Land Grant Alliance Program (AALGA)** – These funds are used for agricultural research and for federal matching funds. The AALGA member universities are Alabama A&M University – The Winfred Thomas Agricultural Research Station; Auburn University – The Alabama Agricultural Experiment Station; and Tuskegee University – The George Washington Carver Agricultural Experiment Station.
 - a. **Federal Match** – the funds are used to obtain matching federal funds.
 - b. **McIntire-Stennis Forestry Research Initiative Matching Program** – This program is a federal-state partnership for research on forest resources funded through United State Department of Agriculture’s Cooperative State Research, Education and Extension Service (USDA-CSREES). This program is instrumental in developing new knowledge and innovations to sustain healthy, productive forests. It is critical to addressing the challenges facing forest owners, forest products manufacturers and all Americans who benefit from our forest resources.

Appropriation Unit 189 - Support of State Programs:

1. **Alabama Resource Conservation and Development Council (RC&D)** - The funds from this line item are used to coordinate the activities of the nine (9) regional RC&D councils and to promote resource conservation activities in Alabama and on the national level. This line item first appeared in the Commission’s budget in FY 2011-12.
2. **Soil and Water Conservation Committee** - The purpose of this line item is to support local landowners within the 67 soil and water conservation districts within the state in securing federal grant money for conservation activities. This line item first appeared in the Commission’s budget in FY 2011-12.

- 3. Alabama Forestry Foundation's Black Belt Initiative** - The purpose of the Black Belt Initiative is to increase the number of minority students enrolled in forestry programs at the university level. Funds also are used to support the promotion of math and science at the upper elementary school level in the Black Belt. This line item first appeared in the Commission's budget in FY 2011-12.
- 4. Black Belt Adventures** – Funds from this line item are used to promote the activities of Alabama Black Belt Adventures (ALBBA), which is a non-profit organization committed to promoting outdoor recreation and tourism opportunities in the state's 23-county Black Belt region. ALBBA is composed of a consortium of over 50 hunting and fishing lodges. This line item first appeared in the Commission's budget in FY 2012-13.
- 5. Black Belt Treasures** – Funds from this line item are used to help stimulate the economy in Alabama's Black Belt region through the promotion of regional art and fine crafts. It also provides regional artisans a means to promote and sell their products to a larger market, and provides arts education to area residents. This line item first appeared in the Commission's budget in FY 2012-13.
- 6. Civil Air Patrol** – The funds from this line item are used to support: educational meetings, conferences and professional development seminars; aerospace training and workshops; educational products and services for teachers and students; activities and competitions for cadets at local, state, regional and national levels; the purchase of emergency services equipment, supplies and training materials; ground team and aircrew training and corporate missions not otherwise provided under federal authority; and the ancillary administrative costs related to these areas. This line item first appeared in the Commission's budget in FY 2012-13.
- 7. National Computer Forensics Institute** - The funds from this line item are used to help provide highly specialized extended training courses to judges, prosecutors and law enforcement personnel in order to increase their proficiency and general understanding in the use and application of computer crime and digital evidence. These funds are provided to the Office of Prosecution Services (OPS) and support two full-time OPS employees located at the Institute. This line item first appeared in the Commission's budget in FY 2012-13.
- 8. Adaptive and Disability Sports Education** – This program, which goes by the name Disability Sports Network (DSN), is housed on the campus of Huntingdon College. DSN was established to serve youth and young adults with disabilities in the River Region and in the Huntsville area who have the desire to participate in Disability Sports. Through partnerships with other colleges and universities, Montgomery and Madison Public Schools, collegiate sport teams, state and city offices, and community groups, Huntingdon College has established comprehensive program goals, coordinated all activities in the network, delivered wheelchair sport programs, assessed the program outcomes and

assisted in the development of new adapted physical activity and disability sport professionals. This line item first appeared in the Commission's budget in FY 2013-14.

- 9. International Motor Sports Hall of Fame** – Funds from this line item will be used to perform deferred maintenance on the existing facility and to supplement salaries for personnel. This line item first appeared in the Commission's budget in FY 2015-16.
- 10. Alabama Humanities Foundation** – Funds from this line item will be used to support the bicentennial celebration of Alabama's statehood. This line item first appeared in the Commission's budget in FY 2016-17.
- 11. Alabama Trails Foundation** – the goal of this foundation is to utilize a statewide, coordinated approach in fostering vigorous participation by local, regional, state and federal agencies, stakeholders, higher education centers and non-profit organizations to create the framework to link trails with people; people with their communities; and explorers of all ages with Alabama's outdoors. The funding obtained through the Foundation will be used to assist in meeting local needs, goals, and leadership to accomplish the overall mission and goals as stated in the enabling legislation for the Alabama Trails Commission, under the coordination of the Commission and the Board of Directors of the Foundation. This line item first appeared in the Commission's budget in FY 2017-18.

New Program Requests for FY 2019-20

- 1. Human Capital Development Fund** - Funds will be used by the state's colleges and universities to address critical workforce needs and to expand high-demand, high-wage programs of study. Appropriated funds will be distributed by ACHE among the campuses by competitive requests for proposals (RFP) based on workforce issues determined by the Governor's Workforce Council.

DECISION ITEM C: Consolidated Budget Recommendation for FY 2019-2020

Staff Presenter: Ms. Susan J. Cagle
Director of Institutional Finance and Facilities

Staff Recommendation: That the Commission approve the FY 2019-2020 Consolidated Budget Recommendation (CBR) as presented by the Commission staff.

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

In creating the recommendation presented to the Commission, ACHE staff has first attempted to determine an estimate of the basic funding requirements for the State public colleges and universities. This calculation is referred to as the ACHE Standard calculation. The amount calculated for FY 2019-2020 in the ACHE Standard for the public two- and four-year colleges and universities was \$2,968,999,960. This amount is \$1.5 billion over the FY 2018-2019 appropriation amount.

In recognition of the fact that the funds allowed to be appropriated by the Rolling Reserve Act and that current revenue projections are substantially below the amount calculated in the ACHE Standard calculation, ACHE staff have developed a second recommendation. In developing this recommendation, Staff endeavored to balance the advocacy role of the Commission, while also recognizing the fiscal realities the State is facing.

The recommendation is based on the following:

- 1) TRS retirement rate increase (two and four-year institutions).
- 2) Fund a rate increase for mandated PEEHIP retirees' health insurance for public senior institutions who do not participate in PEEHIP (all except AAMU, Athens and JSU).

The funds needed to cover the cost of these items for the four and two-year institutions are approximately \$2.5 million or an increase of less than 1%.

- 3) Peer Comparison Adjustments were made to institutions found to be receiving less in state funding than their statistical peers. The National Center for Higher Education Management Systems (NCHEMS) was contracted by ACHE in 2018 to develop a set of statistical peers for each Alabama public institution. Peers were based upon similar instructional mission, program mix, student characteristics, Carnegie Classification and degree production.

NCHEMS provided data for all of the NCHEMS determined institutional peers and Alabama institutions from the Integrated Postsecondary Education Data Systems (IPEDS) reports. Staff used the IPEDS data to make a comparison of state support for the NCHEMS peer institutions and Alabama institutions. Alabama institutions found to be supported at

less than 90% of their peer average were given an adjustment to address the significant variance. The adjustment seeks to address the variance underfunding over a number of years and should, over time, help contain rising costs in tuition. The amount added was less than \$9 million or an increase of less than 1%.

4) Funds be appropriated so that all institutions receive a five percent (5%) increase over the amount appropriated in FY 2018-2019. Statewide lines were recommended for varying amounts.

If the staff recommendation is approved by the Commission, this would mean we are recommending an increase for the four-year institutions of \$66,102,211, an increase for the two-year institutions of \$17,275,099, and when all of the other statewide lines are included, a total increase of \$91,939,068 or an overall recommended increase of 5.53%.

Supporting Documentation:

1. Consolidated Budget Recommendation, FY 2019-2020 (attached).

Fiscal Year 2019-2020 Consolidated Budget Recommendation

INSTITUTION	FY 2018-2019 Appropriation	FY 2019-2020 Institutional EBO Request ⁽²⁾	% Increase Requested	FY 2019-2020 Consolidated Budget Recommendation	FY 2019-2020 Amount CBR Increase	% Change CBR
	(1)	(2)	(3)	(4)	(5)	(6)
AAM (1)	39,846,264	49,942,640	25.34%	41,844,486	1,998,222	5.01%
ASU	45,585,264	60,758,153	33.28%	47,932,021	2,346,757	5.15%
AU	239,232,950	269,894,463	12.82%	251,241,105	12,008,155	5.02%
UA	160,608,711	186,088,660	15.86%	172,833,771	12,225,060	7.61%
UAB	278,508,996	322,773,117	15.89%	293,703,767	15,194,771	5.46%
UAH	49,694,224	54,427,300	9.52%	52,205,558	2,511,334	5.05%
USA	111,073,800	156,874,000	41.23%	117,160,116	6,086,316	5.48%
Doctoral O&M Total	924,550,209	1,100,758,333	19.06%	976,920,824	52,370,615	5.66%
ATHENS	13,040,284	14,125,169	8.32%	14,521,826	1,481,542	11.36%
AUM	24,036,166	27,120,006	12.83%	25,243,141	1,206,975	5.02%
JSU	39,973,732	47,598,478	19.07%	42,152,315	2,178,583	5.45%
TROY	51,547,030	65,700,000	27.46%	55,692,480	4,145,450	8.04%
UM	20,684,426	23,772,090	14.93%	21,791,142	1,106,716	5.35%
UNA	29,912,446	35,912,446	20.06%	32,459,527	2,547,081	8.52%
UWA	16,903,380	19,984,375	18.23%	17,968,629	1,065,249	6.30%
Nondoctoral O&M Total	196,097,464	234,212,564	19.44%	209,829,060	13,731,596	7.00%
Total Senior	1,120,647,673	1,334,970,897	19.12%	1,186,749,884	66,102,211	5.90%
Total Two-Year	325,608,950	357,670,309	9.85%	342,884,049	17,275,099	5.31%
Total Public Institutions	1,446,256,623	1,692,641,206	17.04%	1,529,633,933	83,377,310	5.77%
Total State-Wide lines	216,481,441	241,736,552	11.67%	225,043,199	8,561,758	3.95%
Total	1,662,738,064	1,934,377,758	16.34%	1,754,677,132	91,939,068	5.53%

Notes:

1) AAMU includes FY 2018-19 allocation of \$1,190,097 for the Agricultural Research & Extension State match. Additional funds are included in the line for the Alabama Agricultural Land Grant Alliance (AALGA) allocation. The total FY 2018-19 amount allocated is \$3,443,513.

2) Executive Budget Request forms used as the source for column 2. Only funds requested for O&M and funds directly appropriated to the institution from ETF are included.

Fiscal Year 2019-2020 Consolidated Budget Recommendation

INSTITUTION	FY 2018-2019	FY 2019-2020	FY 2019-2020	% Change	Amount to Reach		5% Increase	Percent Increase	FY 2019-2020	FY 2019-2020	% Change
	Appropriation	ACHE Standard	Rate Increases ⁽¹⁾	Rate Increases	90% of Peers State Approp ⁽³⁾	10% of Peer Gap State Approp	Spread on FY 2019 Appropriation		Recommended Increase	Total Recommendation	FY 2019-2020 Recommendation
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
AAM(2)	39,846,264	54,894,236	5,909	0.01%			1,992,313	5.00%	1,998,222	41,844,486	5.01%
ASU	45,585,264	42,633,098	67,494	0.15%			2,279,263	5.00%	2,346,757	47,932,021	5.15%
AU	239,232,950	551,032,176	46,507	0.02%			11,961,648	5.00%	12,008,155	251,241,105	5.02%
UA	160,608,711	296,717,184	438,603	0.27%	37,560,207	3,756,021	8,030,436	5.00%	12,225,060	172,833,771	7.61%
UAB	278,508,996	871,111,859	1,269,321	0.46%			13,925,450	5.00%	15,194,771	293,703,767	5.46%
UAH	49,694,224	107,990,329	26,623	0.05%			2,484,711	5.00%	2,511,334	52,205,558	5.05%
USA	111,073,800	388,042,396	374,872	0.34%	1,577,543	157,754	5,553,690	5.00%	6,086,316	117,160,116	5.48%
Doctoral O&M Total	924,550,209	2,312,421,278	2,229,329	0.24%	39,137,750	3,913,775	46,227,511	5.00%	52,370,615	976,920,824	5.66%
ATHENS	13,040,284	18,736,383	2,691	0.02%	8,268,367	826,837	652,014	5.00%	1,481,542	14,521,826	11.36%
AUM	24,036,166	23,678,805	5,167	0.02%			1,201,808	5.00%	1,206,975	25,243,141	5.02%
JSU	39,973,732	40,291,069	6,428	0.02%	1,734,675	173,468	1,998,687	5.00%	2,178,583	42,152,315	5.45%
TROY	51,547,030	41,989,330	85,280	0.17%	14,828,180	1,482,818	2,577,352	5.00%	4,145,450	55,692,480	8.04%
UM	20,684,426	13,957,979	40,202	0.19%	322,928	32,293	1,034,221	5.00%	1,106,716	21,791,142	5.35%
UNA	29,912,446	31,177,799	27,771	0.09%	10,236,884	1,023,688	1,495,622	5.00%	2,547,081	32,459,527	8.52%
UWA	16,903,380	33,880,625	31,120	0.18%	1,889,601	188,960	845,169	5.00%	1,065,249	17,968,629	6.30%
Nondoctoral O&M Total	196,097,464	203,711,990	198,659	0.10%	37,280,635	3,728,064	9,804,873	5.00%	13,731,596	209,829,060	7.00%
Total Senior	1,120,647,673	2,516,133,268	2,427,988	0.22%	76,418,385	7,641,839	56,032,384	5.00%	66,102,211	1,186,749,884	5.90%
Total Two-Year	325,608,950	452,866,692	53,903	0.02%	9,407,502	940,750	16,280,446	5.00%	17,275,099	342,884,049	5.31%
Total	1,446,256,623	2,968,999,960	2,481,891	0.17%	85,825,887	8,582,589	72,312,830	5.00%	83,377,310	1,529,633,933	5.77%

Notes:
 1) This column contains funds for rate increases for the TRS retirement rate and the rate increase for mandated PEEHIP retirees' health insurance for public 4-year institutions who do not participate in PEEHIP. There was no projected increase in the PEEHIP rate. The TRS rate increase is based on calculations made by the AL Comm. on Higher Education using the increase in FY 2019 rate for Tier 1 Employees (12.41%) to the projected FY 2020 rate (12.43%) and the decrease in FY 2019 rate for Tier 2 Employees (11.35%) to the projected FY 2020 rate (11.34%). Rates subject to change due to legislative action.
 Retirees in PEEHIP from the October 2018 count have been increased 4% for FY 2019-2020. FY 2019-2020 rate is increased approximately 1.5% from FY 2018-2019 for a rate of \$343. This estimate has been calculated by the Alabama Commission on Higher Education and has not been verified by PEEHIP and is subject to legislative action. The increase has been calculated using the FY 2018-2019 estimated amount supplied by the institutions.
 2) AAMU includes FY 2018-19 allocation of \$1,190,097 for the Agricultural Research & Extension State match. Additional funds are included in the line for the Alabama Agricultural Land Grant Alliance (AALGA) allocation. The total FY 2018-19 amount allocated is \$3,443,513.
 3) ACHE contracted with the National Center for Higher Education Management Systems (NCHEMS) to select peer institutions for each Alabama public Four-Year & Two-Year college and university. NCHEMS selected peers for the Alabama Institutions based on a number of factors including similarity of mission, level of instructional offering, size, and program mix. NCHEMS then provided ACHE with data on all of the peer and Alabama institutions from the National Center on Education Statistics' 2015-2016 Integrated Postsecondary Education Data Systems (IPEDS) reports.

Fiscal Year 2019-2020 Consolidated Budget Recommendation

INSTITUTION	FY 2018-2019 Appropriation	FY 2019-2020 ACHE Standard	FY 2019-2020 Funds for Rate Increases ⁽¹⁾	% Change Rate Increases	Amount to Reach 90% of Peers State Approp ⁽³⁾	10% of Peer Gap State Approp	5% Increase Spread on FY 2019 Appropriation	Percent Increase	FY 2019-2020 Recommended Increase	FY 2019-2020 Total Recommendation	% Change FY 2019-2020 Recommendation
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
AAM(2)	39,846,264	54,894,236	5,909	0.01%			1,992,313	5.00%	1,998,222	41,844,486	5.01%
ASU	45,585,264	42,633,098	67,494	0.15%			2,279,263	5.00%	2,346,757	47,932,021	5.15%
AU	239,232,950	551,032,176	46,507	0.02%			11,961,648	5.00%	12,008,155	251,241,105	5.02%
UA	160,608,711	296,717,184	438,603	0.27%	37,560,207	3,756,021	8,030,436	5.00%	12,225,060	172,833,771	7.61%
UAB	278,508,996	871,111,859	1,269,321	0.46%			13,925,450	5.00%	15,194,771	293,703,767	5.46%
UAH	49,694,224	107,990,329	26,623	0.05%			2,484,711	5.00%	2,511,334	52,205,558	5.05%
USA	111,073,800	388,042,396	374,872	0.34%	1,577,543	157,754	5,553,690	5.00%	6,086,316	117,160,116	5.48%
Doctoral O&M Total	924,550,209	2,312,421,278	2,229,329	0.24%	39,137,750	3,913,775	46,227,511	5.00%	52,370,615	976,920,824	5.66%
ATHENS	13,040,284	18,736,383	2,691	0.02%	8,268,367	826,837	652,014	5.00%	1,481,542	14,521,826	11.36%
AUM	24,036,166	23,678,805	5,167	0.02%			1,201,808	5.00%	1,206,975	25,243,141	5.02%
JSU	39,973,732	40,291,069	6,428	0.02%	1,734,675	173,468	1,998,687	5.00%	2,178,583	42,152,315	5.45%
TROY	51,547,030	41,989,330	85,280	0.17%	14,828,180	1,482,818	2,577,352	5.00%	4,145,450	55,692,480	8.04%
UM	20,684,426	13,957,979	40,202	0.19%			322,928	5.00%	1,106,716	21,791,142	5.35%
UNA	29,912,446	31,177,799	27,771	0.09%	10,236,884	1,023,688	1,495,622	5.00%	2,547,081	32,459,527	8.52%
UWA	16,903,380	33,880,625	31,120	0.18%	1,889,601	188,960	845,169	5.00%	1,065,249	17,968,629	6.30%
Nondoctoral O&M Total	196,097,464	203,711,990	198,659	0.10%	37,280,635	3,728,064	9,804,873	5.00%	13,731,596	209,829,060	7.00%
Total Senior Institutions	1,120,647,673	2,516,133,268	2,427,988	0.22%	76,418,385	7,641,839	56,032,384	5.00%	66,102,211	1,186,749,884	5.90%

Notes:
 1) This column contains funds for rate increases for the TRS retirement rate and the rate increase for mandated PEEHIP retirees' health insurance for public 4-year institutions who do not participate in PEEHIP. There was no projected increase in the PEEHIP rate. The TRS rate increase is based on calculations made by the AL Comm. on Higher Education using the increase in FY 2019 rate for Tier 1 Employees (12.41%) to the projected FY 2020 rate (12.43%) and the decrease in FY 2019 rate for Tier 2 Employees (11.35%) to the projected FY 2020 rate (11.34%). Rates subject to change due to legislative action.
 Retirees in PEEHIP from the October 2018 count have been increased 4% for FY 2019-2020. FY 2019-2020 rate is increased approximately 1.5% from FY 2018-2019 for a rate of \$343. This estimate has been calculated by the Alabama Commission on Higher Education and has not been verified by PEEHIP and is subject to legislative action. The increase has been calculated using the FY 2018-2019 estimated amount supplied by the institutions.
 2) AAMU includes FY 2018-19 allocation of \$1,190,097 for the Agricultural Research & Extension State match. Additional funds are included in the line for the Alabama Agricultural Land Grant Alliance (AALGA) allocation. The total FY 2018-19 amount allocated is \$3,443,513.
 3) ACHE contracted with the National Center for Higher Education Management Systems (NCHEMS) to select peer institutions for each Alabama public Four-Year & Two-Year college and university. NCHEMS selected peers for the Alabama Institutions based on a number of factors including similarity of mission, level of instructional offering, size, and program mix. NCHEMS then provided ACHE with data on all of the peer and Alabama institutions from the National Center on Education Statistics' 2015-2016 Integrated Postsecondary Education Data Systems (IPEDS) reports.

Fiscal Year 2019-2020 Consolidated Budget Recommendation

INSTITUTION	FY 2018-2019 Appropriation	FY 2019-2020 ACHE Standard	FY 2019-2020 Funds for Rate Increases ⁽¹⁾	% Change Rate Increases	Amount to Reach 90% of Peers State Approp ⁽²⁾	10% of Peer Gap State Approp	5% Increase Spread on FY 2019 Appropriation	Percent Increase	FY 2019-2020 Recommended Increase	FY 2019-2020 Total Recommendation	% Change FY 2019-2020 Recommendation
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
Bevill	15,860,898	26,691,686	2,816	0.02%			793,045	5.00%	795,861	16,656,759	5.02%
Bishop	14,101,703	19,627,996	2,267	0.02%			705,085	5.00%	707,352	14,809,055	5.02%
Calhoun	27,434,772	44,453,038	4,747	0.02%	4,150,655	415,066	1,371,739	5.00%	1,791,552	29,226,324	6.53%
Central Alabama	8,439,201	13,704,599	1,300	0.02%			421,960	5.00%	423,260	8,862,461	5.02%
Chattahoochee	6,740,025	7,625,502	1,155	0.02%	699,673	69,967	337,001	5.00%	408,123	7,148,148	6.06%
Coastal Alabama	27,541,625	36,069,033	3,918	0.01%			1,377,081	5.00%	1,380,999	28,922,624	5.01%
Drake	5,343,929	5,092,518	814	0.02%			267,196	5.00%	268,010	5,611,939	5.02%
Enterprise	9,820,484	14,176,028	1,631	0.02%			491,024	5.00%	492,655	10,313,139	5.02%
Gadsden	22,654,215	34,256,258	4,360	0.02%			1,132,711	5.00%	1,137,071	23,791,286	5.02%
Ingram	7,356,231	5,595,980	960	0.01%			367,812	5.00%	368,772	7,725,003	5.01%
Jefferson State	22,678,068	38,185,684	4,112	0.02%	623,946	62,395	1,133,903	5.00%	1,200,410	23,878,478	5.29%
Lawson	14,113,310	22,090,294	2,468	0.02%			705,666	5.00%	708,134	14,821,444	5.02%
L. B. Wallace	7,522,942	12,320,038	1,471	0.02%	903,699	90,370	376,147	5.00%	467,988	7,990,930	6.22%
Marion	8,352,438	6,955,064	1,048	0.01%			417,622	5.00%	418,670	8,771,108	5.01%
Northeast	9,121,463	14,825,898	1,574	0.02%	153,572	15,357	456,073	5.00%	473,004	9,594,467	5.19%
Northwest Shoals	12,986,490	18,866,437	2,433	0.02%			649,325	5.00%	651,758	13,638,248	5.02%
Reid	4,494,681	3,370,688	580	0.01%			224,734	5.00%	225,314	4,719,995	5.01%
Shelton	18,304,800	24,773,335	2,969	0.02%			915,240	5.00%	918,209	19,223,009	5.02%
Snead	8,433,746	12,606,296	1,451	0.02%	1,968,974	196,897	421,687	5.00%	620,035	9,053,781	7.35%
Southern Union	15,963,861	22,682,828	2,432	0.02%			798,193	5.00%	800,625	16,764,486	5.02%
Trenholm	8,535,166	9,830,112	1,448	0.02%			426,758	5.00%	428,206	8,963,372	5.02%
Wallace - Dothan	16,498,483	22,492,460	3,093	0.02%			824,924	5.00%	828,017	17,326,500	5.02%
Wallace - Hanceville	18,869,049	26,366,096	3,278	0.02%			943,452	5.00%	946,730	19,815,779	5.02%
Wallace - Selma	8,521,100	10,208,824	1,578	0.02%	906,983	90,698	426,055	5.00%	518,331	9,039,431	6.08%
Not Distributed at this time	5,920,268						296,013	5.00%	296,013	6,216,281	5.00%
Two Year Total	325,608,950	452,866,692	53,903	0.02%	9,407,502	940,750	16,280,446	5.00%	17,275,099	342,884,049	5.31%

Notes

1) This column contains funds for rate increases for the TRS retirement rate and was based on calculations made by the AL Comm. on Higher Education using the increase in FY 2019 rate for Tier 1 Employees (12.41%) to the projected FY 2020 rate (12.43%) and the decrease in FY 2019 rate for Tier 2 Employees (11.35%) to the projected FY 2020 rate (11.34%). Rates subject to change due to legislative action. Tier 2 information was not supplied for the two-year colleges so the amount calculated for these institutions may be over estimated. There was no projected increase in the PEEHIP rate. Rates subject to change due to legislative action.

2) ACHE contracted with the National Center for Higher Education Management Systems (NCHEMS) to select peer institutions for each Alabama public Four-Year & Two-Year college and university. NCHEMS selected peers for the Alabama Institutions based on a number of factors including similarity of mission, level of instructional offering, size, and program mix. NCHEMS then provided ACHE with data on all of the peer and Alabama institutions from the National Center on Education Statistics' 2015-2016 Integrated Postsecondary Education Data Systems (IPEDS) reports.

Fiscal Year 2019-2020 Consolidated Budget Recommendation

	FY 2018-2019 Appropriation	FY 2019-2020 EBO Request	% Increase Requested	FY 2019-2020 Recommendation	% Change FY 2019-2020 Recommendation
	(1)	(2)	(3)	(4)	(5)
<u>STATE LEVEL HIGHER EDUCATION PROGRAMS</u>					
<u>Other Two-Year</u>					
AL Community College System-System Office	10,892,877	15,209,843	39.63%	11,437,521	5.00%
Adult Basic Education	12,830,375	13,475,000	5.02%	13,471,894	5.00%
Alabama Fire College(a)	4,782,521	4,782,521		4,782,521	
STEAM Pilot Program	275,000	275,000		275,000	
Special Population Training	4,500,268	6,500,000	44.44%	4,725,281	5.00%
Life Tech	2,000,000	2,000,000		2,000,000	
Mine Safety Training Program	350,000	350,000		350,000	
Corrections Ed-Therapeutic Training	1,939,901	1,939,901		1,939,901	
Corrections Ed-Day Reporting Program		1,000,000		1,000,000	
AL Technology Network	5,189,065	6,269,065	20.81%	5,448,518	5.00%
Dual Enrollment	11,300,000	12,300,000	8.85%	11,865,000	5.00%
Central-Truck Driver Training	240,790	240,790		240,790	
Automotive Workforce Training Scholarship Pgm	200,000	500,000	150.00%	210,000	5.00%
Automotive Manufacturing Development Pgm	250,000	1,000,000	300.00%	262,500	5.00%
Distance Learning Pgm	500,000	2,500,000	400.00%	525,000	5.00%
Volunteer EMT Certificates	125,000	125,000		125,000	
Industry Certification Initiatives (Workforce Development)	5,867,408	24,400,000	315.86%	6,160,778	5.00%
Total: <u>Other Two-Year</u>	61,243,205	92,867,120	51.64%	64,819,704	5.84%
<u>Other Higher Education</u>					
MESC/Dauphin Island Sea Lab	4,955,262	5,584,894	12.71%	5,203,025	5.00%
Private Colleges & Schools					
Talladega College (a)	882,997	882,997		882,997	
A&M/Miles Consortium	365,225	365,225		365,225	
State-Related Institution					
Tuskegee University	10,953,869	10,953,869		11,501,562	5.00%
Total: <u>Private & State-Related Institutions</u>	12,202,091	12,202,091		12,749,784	4.49%
Subtotal: <u>Other Higher Education</u>	17,157,353	17,786,985	3.67%	17,952,809	4.64%

Fiscal Year 2019-2020 Consolidated Budget Recommendation

	FY 2018-2019 Appropriation	FY 2019-2020 EBO Request	% Increase Requested	FY 2019-2020 Recommendation	% Change FY 2019-2020 Recommendation
	(1)	(2)	(3)	(4)	(5)
<u>Alabama Commission on Higher Education</u>					
Planning & Coordination Services	3,352,892	3,598,466	7.32%	3,598,466	7.32%
AGSC/STARS	374,867	393,629	5.00%	393,629	5.00%
SREB	624,950	656,214	5.00%	656,214	5.00%
Network of AL Academic Libraries	301,248	316,322	5.00%	316,322	5.00%
EPSCOR	1,143,088	1,200,216	5.00%	1,200,216	5.00%
Adaptive & Disability Sports Education	60,000	60,000		60,000	
AL National Guard Schol. Prog.	4,680,000	4,913,850	5.00%	4,913,850	5.00%
Humanities Foundation	330,000	330,000		330,000	
AL Student Assistance Program	4,147,551	5,271,783	27.11%	5,271,783	27.11%
AL Educational Grant Program (ASGP)	5,020,970	5,271,783	5.00%	5,271,783	5.00%
Police Officer's & Fire Fighters' Survivors Tuition	250,725	302,000	20.45%	302,000	20.45%
Soil & Water Conservation	1,573,376	1,573,376		1,573,376	
AL Forestry Foundation Blackbelt Initiative	267,000	267,000		267,000	
Resource Conservation & Develop Prg	2,037,744	2,037,744		2,037,744	
Civil Air Patrol	100,000	100,000		100,000	
Black Belt Treasures	230,000	230,000		230,000	
Black Belt Adventures	300,000	300,000		300,000	
National Computer Forensic Institute	250,000	250,000		250,000	
AL Motorsports Hall of Fame	200,000	200,000		200,000	
Alabama Trails Foundation	195,000	195,000		195,000	
Math & Science Teacher Ed Scholarship Pgm	725,000	725,000		725,000	
Human Capital Development Fund		2,000,000		2,000,000	
Alabama Agricultural Land Grant Alliance	5,316,283	5,316,283		5,316,283	
Total: <u>ACHE</u>	31,480,694	35,508,666	12.80%	35,508,666	12.80%
Dept. of Veterans' Affairs	94,097,852	82,553,584	-12.27%	94,097,852	
American Legion Scholarships	112,500	112,500		112,500	
Dependents Blind Parents (a)	10,399	10,399		10,399	
Medical Scholarships	1,440,014	1,440,014		1,440,014	
Optometric Scholarships (a)	150,000	150,000		150,000	
Dental Scholarships (a)	191,166	191,166		191,166	
Nursing Scholarships	616,027	616,027		616,027	
Fostering Hope Scholarship Program	1,205,608	1,205,608		1,205,608	
Teacher In-Service Centers	2,759,080	2,759,080		2,759,080	
Public Health Dept. - Continuing Ed EMT (a)	1,635,782	1,635,782		1,635,782	
Arts Council - Center for the Arts Foundation (a)	725,000	725,000		725,000	
Alabama Innovation Fund	420,133	420,133		420,133	
UAB-Special Mental Health	3,236,628	3,754,488	16.00%	3,398,459	5.00%
Total: Other <u>Statewide Pgms.</u>	106,600,189	95,573,781	-10.34%	106,762,020	0.15%
TOTAL: <u>ALL STATE LEVEL PGMS.</u>	216,481,441	241,736,552	11.67%	225,043,199	3.95%
TOTAL <u>PUBLIC INSTITUTIONS</u>	1,446,256,623	1,692,641,206	17.04%	1,529,633,933	5.77%
TOTAL <u>HIGHER EDUCATION</u>	1,662,738,064	1,934,377,758	16.34%	1,754,677,132	5.53%

(a) FY 2019-2020 Budgeted Requests were not received from these entities so the FY 2018-2019 appropriation was included as the requested amount.

DECISION ITEM D: Report on the Facilities Master Plan and Capital Projects Requests for FY 2019-2020 – FY 2023-2024

Staff Presenter: Ms. Susan J. Cagle
Director of Institutional Finance and Facilities

Staff Recommendation: That the Alabama Commission on Higher Education receive the report on the Facilities Master Plan and Capital Projects Requests as submitted by the staff.

Background: Section 16-5-15 of the Code of Alabama requires that each institution annually provide a five-year master plan regarding facilities to the Commission. Each institution is also required to prioritize its capital requests and to provide a needs assessment for requested projects.

All public four-year institutions and all two-year institutions have submitted Facilities Master Plans. Commission staff have summarized the submissions in the following report. The staff requests that the Commission receive the report on the Facilities Master Plan and Capital Projects Requests as submitted by the staff.

Supporting Documentation: Report on the Facilities Master Plan and Capital Projects Requests for FY 2019-2020 – 2023-2024, attached.

Copies of each institution's Facilities Master Plan and Capital Projects Requests reports for FY 2019-2020 – 2023-2024 are available upon request.

ALABAMA COMMISSION ON HIGHER EDUCATION

REPORT ON FACILITIES MASTER PLAN

AND

CAPITAL PROJECTS REQUESTS

FY 2020 - 2024

FOR ALL PUBLIC
HIGHER EDUCATION INSTITUTIONS

December 2018

FACILITIES MASTER PLAN AND CAPITAL PROJECTS REQUESTS

Section 16-5-15 of the Code of Alabama requires all public institutions of higher education to submit to the Alabama Commission on Higher Education a facilities master plan. This plan is to include all capital project proposals and requires prioritizing of the capital improvement budget requests.

Project Requests

All public two and four-year institutions submitted the Facilities Master Plan to the Alabama Commission on Higher Education in accordance with Section 16-5-15. The five years reported are broken into three time segments: Immediate, Intermediate, and Long-Term capital projects. Immediate projects are defined as those within the first year of the master planning cycle (FY 2019-2020). Intermediate projects are defined as those within the second year of the planning cycle (FY 2020-2021) while Long-Term projects fall into the last three years of the planning cycle (FY 2021-2022, 2022-2023, and 2023-2024). The projects are further divided into four separate project categories: New Construction/Acquisition; Renovation and Remodeling; Major Capital Equipment; and Deferred Maintenance/Facilities Renewal. The charts immediately following this section show the percentage of Immediate, Intermediate, Long-Term, and Total projects broken into the project categories and into the projected funding sources.

Immediate Capital Projects

Table 1 summarizes the Immediate (Year 1) capital projects proposed by the institutions. As detailed on Table 1, \$1,232,340,715 was requested in Immediate capital projects, 33.16% (\$408,612,629) of which entail requests for funds from the Education Trust Fund (ETF) (Table 4). An additional 7.09% (\$87,386,550) of funds were projected to come from other State sources such as bond issues or the ETF Advancement and Technology Fund. Institutions also use funds they have raised in capital campaigns and federal and local funds, along with other sources to fund proposed capital projects.

Approximately 42.63% of all funds requested for Immediate capital projects are going for Renovation/Major Remodeling and Deferred Maintenance/Facilities Renewal Projects. An additional 1% of the funds requested are for Major Capital Equipment. Many of the projects in this category would also qualify in the Deferred Maintenance/Facilities Renewal column. As can be seen by this, over forty-three percent (43%) of all funds requested for Immediate Capital projects would go toward projects for the maintenance, alteration, and repair of existing facilities.

Intermediate and Long-Term Projects

Table 2 provides a summary of the Intermediate (Year 2) Capital Projects Requests. The Intermediate Projects amount to \$912,692,191. Table 5 shows that 50% of these projects are projected to be funded with either ETF or other State funds. Over fifty percent (50.4%) of the requested funds for these projects fall in categories other than New Construction/Acquisition. Funding sources for the Long-Term projects are often just estimates at this point, but currently, as shown on Table 6, over fifty percent (55.8%) of the funding is anticipated to come from the ETF or other State-related fund. Forty-four percent, of all of the Long-Term projects fall into categories other than New Construction/Acquisition.

Summary

In summary, 45% of all capital projects requests are maintenance, alterations, or repairs of existing facilities or equipment. Half (50.8%) or about \$2.5 billion, of all of the funds requested for the projects listed on the Facilities Master Plans were projected to come from either ETF or other State funds. A total of almost \$5 billion is projected as being needed to cover the capital projects requests of the four and two-year institutions over the next five years.

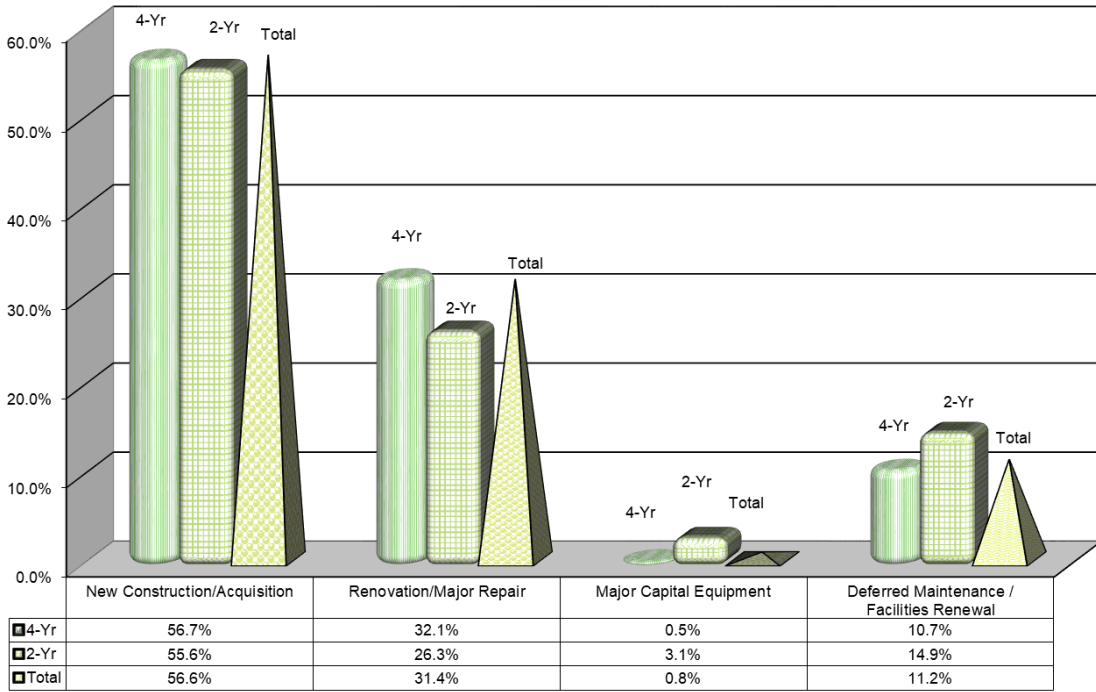
Bond Issues

The State of Alabama does not provide regular funding for capital projects for education; this is true for K-12 as well as Postsecondary Education. The Education Trust Fund (ETF) Advancement and Technology Fund is beginning to generate funding and will hopefully someday be a source of funds for capital projects for both sectors, however these funds are still relatively limited with only \$56,386,992 distributed during fiscal year 2018. The amount for Higher Education distributed in FY 2018 was \$15,593,560. In order to pay for capital projects, the institutions must find funds from other sources. One of these sources is bonds. The institutions in Alabama are allowed to float their own bond issues. The four- and two-year institutions currently have approximately \$3.7 billion in bonds outstanding, as shown on Table 7. As with all debt, these funds must be paid back and the institutions paid approximately \$415 million in debt service in the last fiscal year to pay these bonds off. The source of revenue to pay these bonds is usually through tuition or fees that the students pay.

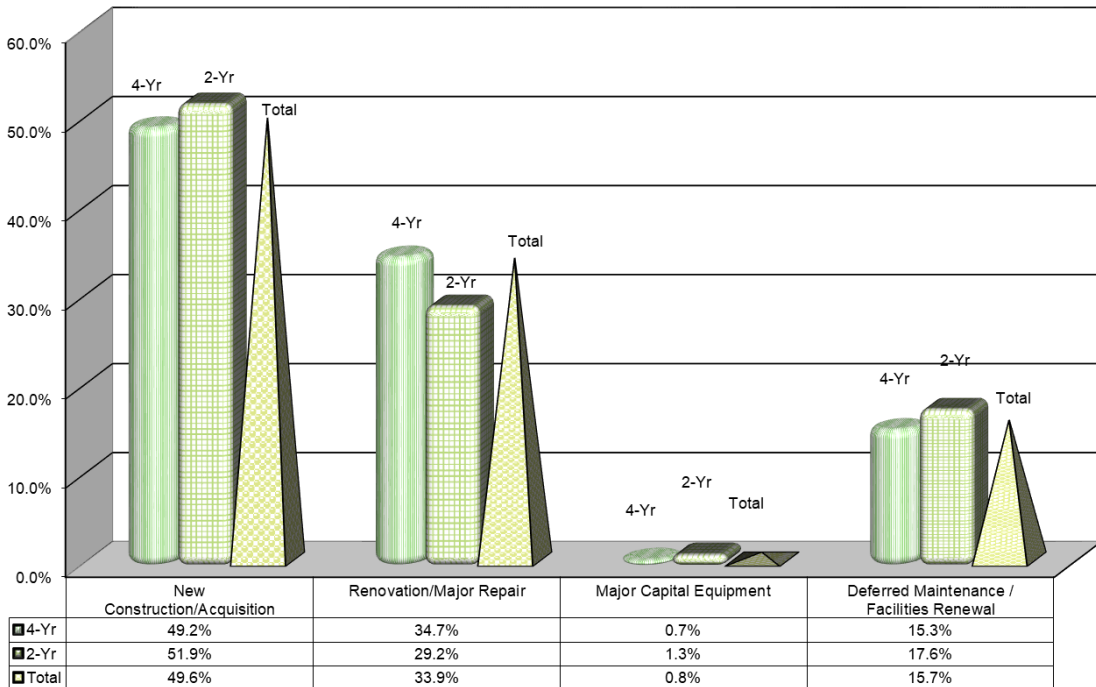
Age of Buildings

Many readers may be struck by the magnitude of the estimated five-year capital needs and the amount of debt being incurred by the institutions for bond issues. Much of the need reflected in these requests is the inevitable outcome of decades of inadequate and inconsistent attention to capital needs in appropriations for Alabama's Public Colleges and Universities. According to the Fall 2018 Facilities Inventory Report, almost forty percent of the buildings being used by the public colleges and universities in Alabama were built between 1960 and 1989. The newest of these buildings have twenty-nine years of use and the oldest are nearing 60 years of age, beyond the "useful life" of major building components. Add to this group the 14% of our buildings built prior to 1960 and there should be no surprise at significant requests for capital funds to deal with repairs and replacements.

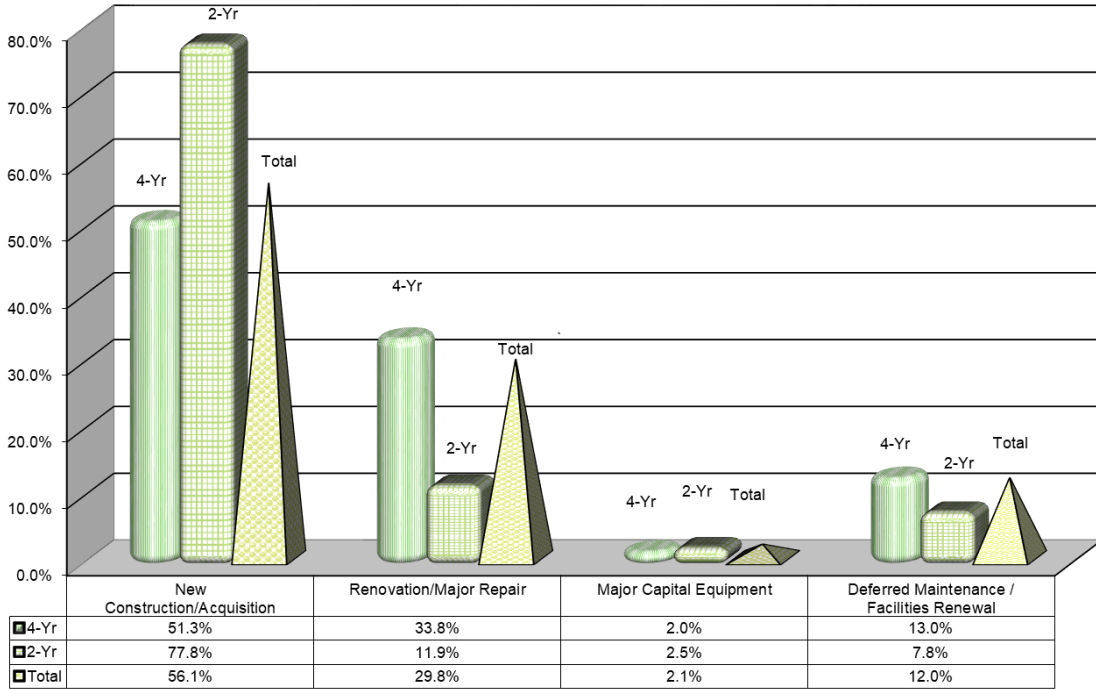
Immediate Capital Requirements Projects by Category - FY 2019-2020



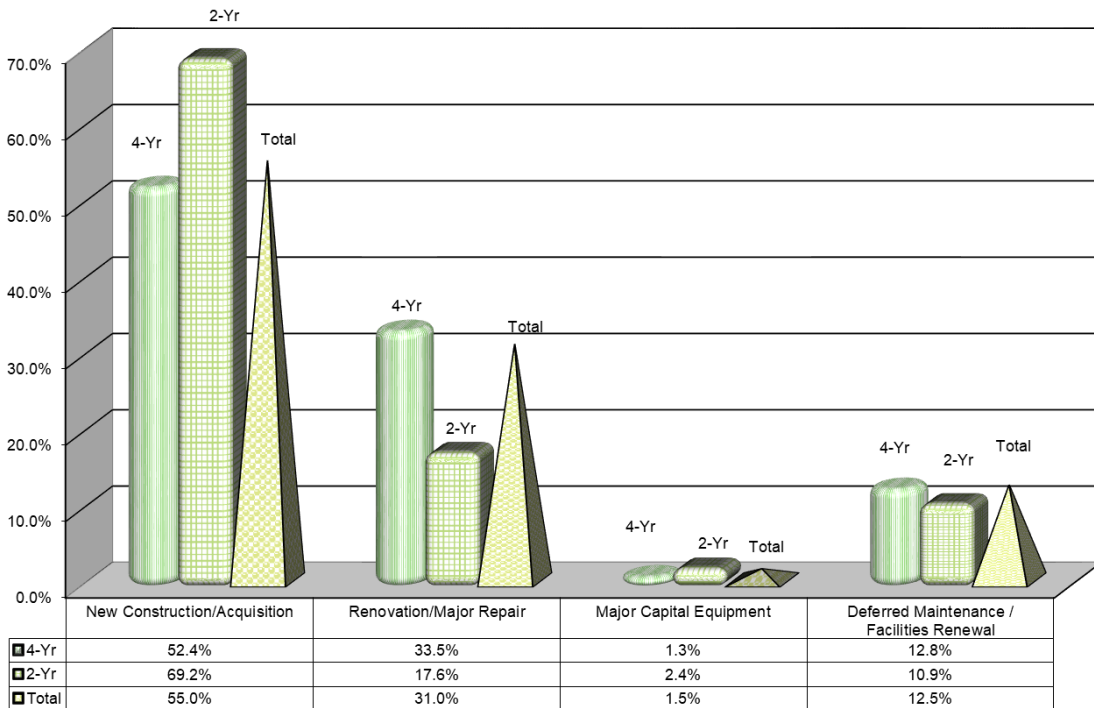
Intermediate Capital Requirements by Category - FY 2020-2021



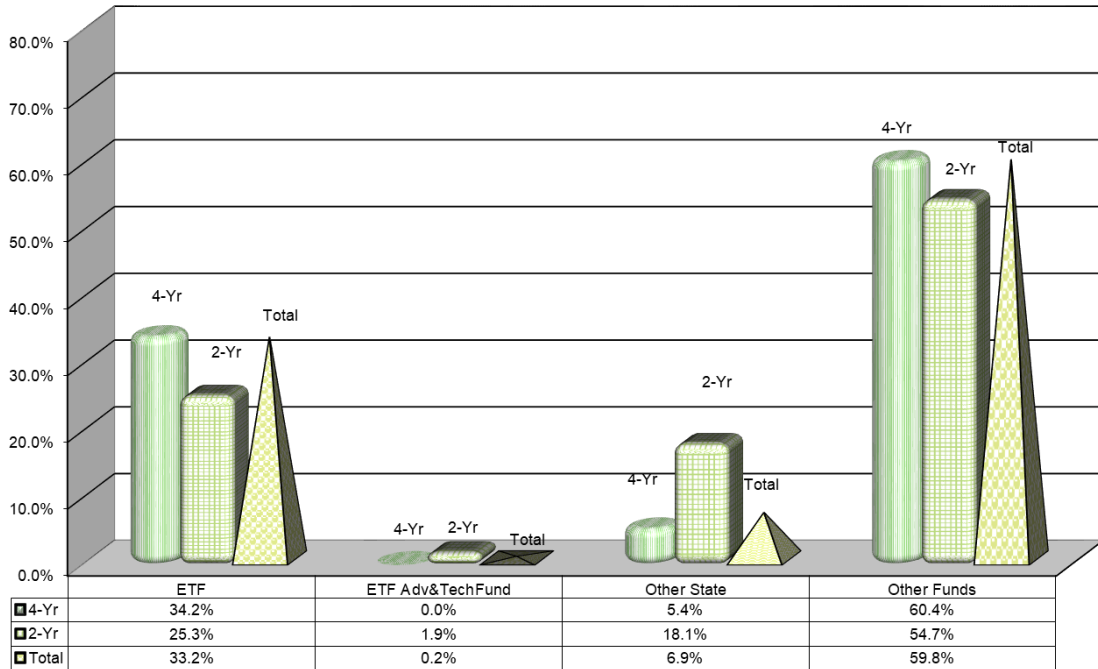
Long-Term Capital Requirements by Category FY 2021-2022 - 2023-2024



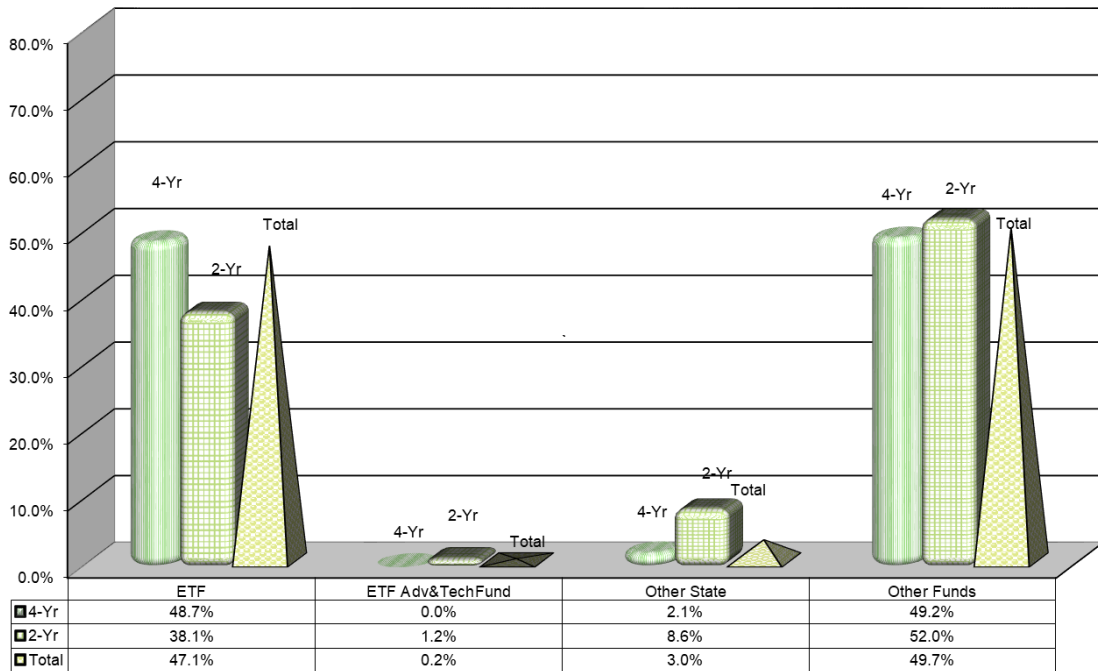
Total Capital Requirements by Category FY 2019-2020 - 2023-2024



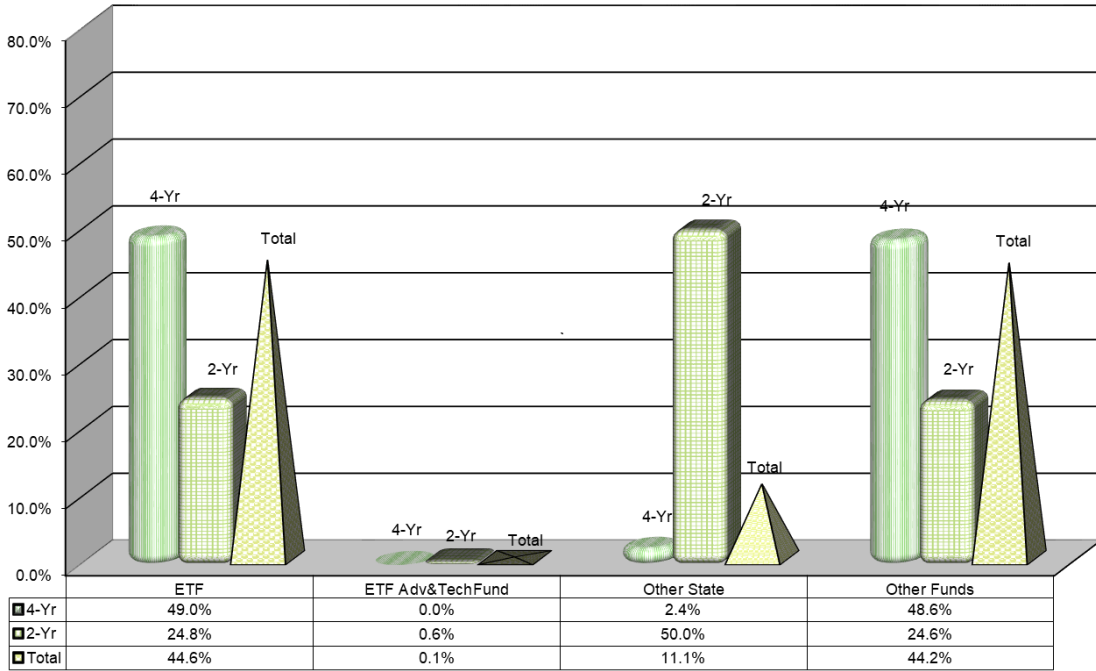
Immediate Capital Requirements Projects by Projected Funding Source - FY 2019-2020



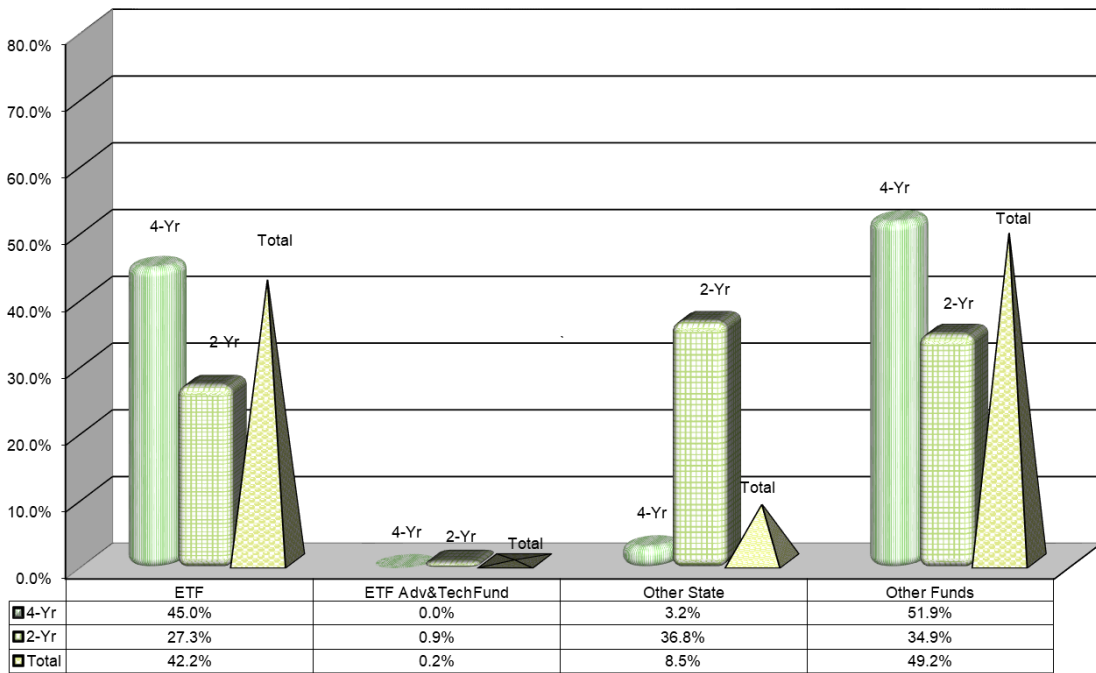
Intermediate Capital Requirements by Projected Funding Source - FY 2020-2021



Long-Term Capital Requirements by Projected Funding Source FY 2021-2022 - 2023-2024



Total Capital Requirements by Projected Funding Sources FY 2019-2020 - 2023-2024



ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, December 7, 2018

Physical Plant By Year of Construction
 Alabama Public Colleges and Universities
 1810-2018
 Gross Square Feet (GSF)

Decade	Total Senior			Total Two-Year			Total Dauphin Island Sealab/MESC			Total All		
	Total GSF	Percent of Total	Cumulative Percent	Total GSF	Percent of Total	Cumulative Percent	Total GSF	Percent of Total	Cumulative Percent	Total GSF	Percent of Total	Cumulative Percent
Unknown	704,079	0.975%		26,037	0.194%					730,116	0.851%	
1810-1819	918	0.001%	0.976%	2,948	0.022%	0.216%				3,866	0.005%	0.855%
1820-1829	24,244	0.034%	1.010%	—	—	—				24,244	0.028%	0.884%
1830-1839	22,610	0.031%	1.041%	720	0.005%	0.221%				23,330	0.027%	0.911%
1840-1849	86,340	0.120%	1.161%	—	—	—				86,340	0.101%	1.012%
1850-1859	55,793	0.077%	1.238%	27,064	0.201%	0.422%				82,857	0.097%	1.108%
1860-1869	66,400	0.092%	1.330%	—	—	—				66,400	0.077%	1.185%
1870-1879	—	—	—	—	—	—				0	0.000%	1.185%
1880-1889	157,012	0.217%	1.548%	—	—	—				157,012	0.183%	1.368%
1890-1899	13,515	0.019%	1.566%	—	—	—				13,515	0.016%	1.384%
1900-1909	414,270	0.574%	2.140%	3,530	0.026%	0.448%				417,800	0.487%	1.871%
1910-1919	412,231	0.571%	2.711%	7,442	0.055%	0.504%				419,673	0.489%	2.360%
1920-1929	2,794,338	3.870%	6.582%	217,682	1.619%	2.122%				3,012,020	3.511%	5.871%
1930-1939	3,022,411	4.186%	10.768%	91,470	0.680%	2.803%				3,113,881	3.629%	9.500%
1940-1949	1,110,945	1.539%	12.307%	180,500	1.342%	4.145%	8,344	5.382%	5.382%	1,299,789	1.515%	11.015%
1950-1959	2,589,616	3.587%	15.894%	404,318	3.006%	7.151%	82,948	53.502%	58.884%	3,076,882	3.586%	14.601%
1960-1969	10,006,756	13.860%	29.754%	3,438,086	25.565%	32.716%	—	—	—	13,444,842	15.670%	30.271%
1970-1979	9,001,768	12.468%	42.223%	2,538,132	18.873%	51.589%	—	—	—	11,539,900	13.450%	43.721%
1980-1989	7,364,974	10.201%	52.424%	1,147,966	8.536%	60.125%	5,616	3.622%	62.506%	8,518,556	9.928%	53.649%
1990-1999	8,128,996	11.260%	63.683%	2,077,804	15.450%	75.575%	17,102	11.031%	73.537%	10,223,902	11.916%	65.565%
2000-2009	13,245,371	18.346%	82.030%	2,192,817	16.305%	91.881%	28,600	18.447%	91.984%	15,466,788	18.027%	83.592%
2010-2018	12,974,012	17.970%	100.000%	1,091,897	8.119%	100.000%	12,428	8.016%	100.000%	14,078,337	16.408%	100.000%
Total	72,196,599	100.000%		13,448,413	100.000%		155,038	100.000%		85,800,050	100.000%	

Source: Alabama Commission on Higher Education's Fall 2018 Facilities Inventory survey.

Summary Tables

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, December 7, 2018

Table 1

Summary Table
Immediate Capital Projects
By Type of Project
All Public Higher Education Institutions

Immediate Capital Projects - Year 1 (FY 2019-2020)					
Institution	New Construction	Renovation/ Major Remodeling	Major Capital Equipment	Deferred Maintenance/ Fac Renewal	Total Estimated Cost
Alabama A&M University	\$4,200,200	\$6,500,000		\$475,000	\$11,175,200
Alabama State University		5,835,000		6,550,000	12,385,000
Athens State University	500,000	4,950,000	1,275,000	600,000	7,325,000
Auburn University	176,700,000	15,200,000		11,000,000	202,900,000
Auburn Univ Montgomery				1,000,000	1,000,000
Jacksonville State Univ	2,500,000			5,000,000	7,500,000
Troy University	58,150,000	38,500,000	300,000	17,401,697	114,351,697
University of Alabama	210,401,362	197,450,582		27,642,000	435,493,944
Univ of Alabama at Birmingham	114,500,000	14,500,000		31,650,750	160,650,750
Univ of Alabama in Huntsville	2,500,000	2,500,000	2,500,000	6,310,000	13,810,000
University of Montevallo	3,600,000	575,000	500,000	636,000	5,311,000
University of North Alabama	22,000,000	61,500,000		2,000,000	85,500,000
University of South Alabama	24,000,000				24,000,000
University of West Alabama		2,800,000		6,660,000	9,460,000
Dauphin Isl Sea Lab /MESC			465,000		465,000
SR & Dauphin Isl Total	619,051,562	350,310,582	5,040,000	116,925,447	1,091,327,591
Bevill State Community College		547,000		1,850,000	2,397,000
Bishop State Comm College	18,807,884	9,873,116	200,000	250,000	29,131,000
Calhoun State Comm College	2,000,000			2,200,000	4,200,000
Central Alabama Comm College	800,000	2,161,500	80,000	242,600	3,284,100
Chatt Valley Community College	700,000	105,000	50,000	185,000	1,040,000
Coastal Alabama Comm College	1,074,585	4,130,325		2,700,000	7,904,910
Drake State Com & Tech College		200,000		100,000	300,000
Enterprise State Comm College	100,000	4,100,000	242,114	335,000	4,777,114
Gadsden State Comm College	2,500,000	1,600,000	1,000,000	2,800,000	7,900,000
Ingram State Technical College	375,000	85,000		172,000	632,000
Jefferson State Comm College		350,000		445,000	795,000
Lawson St Community College	275,000			450,000	725,000
L. B. Wallace Comm College		1,000,000		900,000	1,900,000
Marion Military Institute		543,000			543,000
Northeast AL Comm College				400,000	400,000
Northwest-Shoals Com College	10,000,000	435,000	250,000		10,685,000
Reid State Technical College				185,000	185,000
Shelton State Comm College	990,000	2,943,000	1,750,000	1,056,000	6,739,000
Snead State Comm College		7,000,000		1,100,000	8,100,000
Southern Union St Comm Coll	20,000,000				20,000,000
Trenholm St Comm College				650,000	650,000
Wall St Comm College - Dothan	300,000	1,406,000		260,000	1,966,000
Wall St Comm Coll - Hanceville	5,150,000		550,000	2,669,000	8,369,000
Wall St Comm College - Selma	15,400,000	600,000	300,000	2,090,000	18,390,000
Total Comm & Tech	78,472,469	37,078,941	4,422,114	21,039,600	141,013,124
TOTAL	\$697,524,031	\$387,389,523	\$9,462,114	\$137,965,047	\$1,232,340,715

Source: Facilities Master Plan / Capital Project Request, FY 2020 - 2024.

ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, December 7, 2018

Table 2

Summary Table
 Intermediate Capital Projects
 By Type of Project
 All Public Higher Education Institutions

Intermediate Capital Projects - Year 2 (FY 2020-2021)					
Institution	New Construction	Renovation/ Major Remodeling	Major Capital Equipment	Deferred Maintenance/ Fac Renewal	Total Estimated Cost
Alabama A&M University	\$60,000,000	\$3,700,000		\$7,600,000	\$71,300,000
Alabama State University	30,000,000	34,240,000		3,853,000	\$68,093,000
Athens State University	2,000,000	1,800,000	675,000	400,000	\$4,875,000
Auburn University	13,000,000			11,000,000	\$24,000,000
Auburn Univ Montgomery				875,000	\$875,000
Jacksonville State Univ	10,000,000			4,500,000	\$14,500,000
Troy University	5,000,000	1,700,000	100,000	9,700,000	\$16,500,000
University of Alabama	110,155,321	117,867,624		23,870,000	\$251,892,945
Univ of Alabama at Birmingham	80,000,000	61,000,000		34,239,000	\$175,239,000
Univ of Alabama in Huntsville	51,000,000	2,500,000	1,500,000	5,360,000	\$60,360,000
University of Montevallo		4,500,000	250,000	900,000	\$5,650,000
University of North Alabama		13,000,000		9,000,000	\$22,000,000
University of South Alabama		26,464,764	3,000,000	2,000,000	\$31,464,764
University of West Alabama	12,644,488	1,800,000		5,775,500	\$20,219,988
Dauphin Isl Sea Lab /MESC	8,500,000	1,000,000			\$9,500,000
SR & Dauphin Isl Total	382,299,809	269,572,388	5,525,000	119,072,500	776,469,697
Bevill State Community College		600,000		3,750,000	\$4,350,000
Bishop State Comm College					
Calhoun State Comm College	3,000,000			1,130,000	\$4,130,000
Central Alabama Comm College		857,485	30,000	229,000	\$1,116,485
Chatt Valley Community College	42,000	55,000		55,000	\$152,000
Coastal Alabama Comm College	7,500,000	500,000		1,346,334	\$9,346,334
Drake State Com & Tech College				200,000	\$200,000
Enterprise State Comm College	100,000	9,610,000	500,000	250,000	\$10,460,000
Gadsden State Comm College	25,300,000	6,500,000	1,000,000	4,653,000	\$37,453,000
Ingram State Technical College		150,000		20,000	\$170,000
Jefferson State Comm College		575,000			\$575,000
Lawson St Community College		5,500,000		450,000	\$5,950,000
L. B. Wallace Comm College		400,000			\$400,000
Marion Military Institute					
Northeast AL Comm College				225,000	\$225,000
Northwest-Shoals Com College		3,925,000		1,849,000	\$5,774,000
Reid State Technical College		1,000,000			\$1,000,000
Shelton State Comm College	1,000,000			275,000	\$1,275,000
Snead State Comm College	3,000,000			650,000	\$3,650,000
Southern Union St Comm Coll		6,500,000			\$6,500,000
Trenholm St Comm College	23,000,000	2,250,000			\$25,250,000
Wall St Comm College - Dothan	2,252,675	150,000	250,000	1,200,000	\$3,852,675
Wall St Comm Coll - Hanceville	100,000	1,200,000		1,693,000	\$2,993,000
Wall St Comm College - Selma	5,400,000			6,000,000	\$11,400,000
Total Comm & Tech	70,694,675	39,772,485	1,780,000	23,975,334	136,222,494
TOTAL	\$452,994,484	\$309,344,873	\$7,305,000	\$143,047,834	\$912,692,191

Source: Facilities Master Plan / Capital Project Request, FY 2020 - 2024.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, December 7, 2018

Table 3

Summary Table
Long-Term Capital Projects
By Type of Project
All Public Higher Education Institutions

Institution	Long Term Capital Projects - Years 3-5 (FY 2021-2022 - 2023-2024)					Estimated 5-Year Project Cost
	New Construction	Renovation/ Major Remodeling	Major Capital Equipment	Deferred Maintenance/ Fac Renewal	Total Estimated Cost	
Alabama A&M University	\$30,000,000	\$16,000,000	\$1,500,000	\$55,100,000	\$102,600,000	\$185,075,200
Alabama State University	59,842,000	3,500,000		16,000,000	\$79,342,000	159,820,000
Athens State University	2,250,000	7,900,000		600,000	\$10,750,000	22,950,000
Auburn University	356,000,000	40,000,000			\$396,000,000	622,900,000
Auburn Univ Montgomery		600,000		2,750,000	\$3,350,000	5,225,000
Jacksonville State Univ	73,000,000	50,000,000		4,500,000	\$127,500,000	149,500,000
Troy University	68,750,000	26,750,000	37,300,000	15,491,848	\$148,291,848	279,143,545
University of Alabama	112,635,077	450,653,180		43,765,000	\$607,053,257	1,294,440,146
Univ of Alabama at Birmingham	163,900,000	119,500,000		102,154,950	\$385,554,950	721,444,700
Univ of Alabama in Huntsville	103,500,000	10,500,000	4,500,000	14,165,000	\$132,665,000	206,835,000
University of Montevallo	15,000,000	1,000,000		600,000	\$16,600,000	27,561,000
University of North Alabama	80,000,000			10,000,000	\$90,000,000	197,500,000
University of South Alabama	47,000,000	9,000,000		20,094,558	\$76,094,558	131,559,322
University of West Alabama	25,500,000	13,000,000		1,895,000	\$40,395,000	70,074,988
Dauphin Isl Sea Lab /MESC						9,965,000
SR & Dauphin Isl Total	1,137,377,077	748,403,180	43,300,000	287,116,356	2,216,196,613	4,083,993,901
Bevill State Community College		1,850,000	200,000	1,250,000	\$3,300,000	10,047,000
Bishop State Comm College	5,000,000				\$5,000,000	34,131,000
Calhoun State Comm College	9,200,000	5,240,000	1,368,773	5,643,327	\$21,452,100	29,782,100
Central Alabama Comm College	12,000,000			250,000	\$12,250,000	16,650,585
Chatt Valley Community College	720,000	200,000	490,000	430,000	\$1,840,000	3,032,000
Coastal Alabama Comm College	24,700,000	2,954,885	1,500,000	5,853,351	\$35,008,236	52,259,480
Drake State Com & Tech College	60,000,000	3,450,000		6,000,000	\$69,450,000	69,950,000
Enterprise State Comm College	17,000,000	16,400,000		900,000	\$34,300,000	49,537,114
Gadsden State Comm College	38,300,000	8,770,000		6,435,000	\$53,505,000	98,858,000
Ingram State Technical College	1,200,000			200,000	\$1,400,000	2,202,000
Jefferson State Comm College	26,000,000				\$26,000,000	27,370,000
Lawson St Community College	22,000,000			450,000	\$22,450,000	29,125,000
L. B. Wallace Comm College	7,500,000	1,500,000			\$9,000,000	11,300,000
Marion Military Institute	6,218,739	8,176,527		2,376,915	\$16,772,181	17,315,181
Northeast AL Comm College	16,000,000				\$16,000,000	16,625,000
Northwest-Shoals Com College	2,500,000			1,795,000	\$4,295,000	20,754,000
Reid State Technical College	250,000	500,000		875,000	\$1,625,000	2,810,000
Shelton State Comm College	62,000,000	1,500,000			\$63,500,000	71,514,000
Snead State Comm College		1,500,000		850,000	\$2,350,000	14,100,000
Southern Union St Comm Coll						26,500,000
Trenholm St Comm College	31,000,000			1,000,000	\$32,000,000	57,900,000
Wall St Comm College - Dothan	3,700,000	300,000		590,000	\$4,590,000	10,408,675
Wall St Comm Coll - Hanceville	27,800,000	6,000,000	1,750,000	1,630,000	\$37,180,000	48,542,000
Wall St Comm College - Selma	10,000,000		7,000,000	2,000,000	\$19,000,000	48,790,000
Total Comm & Tech	383,088,739	58,341,412	12,308,773	38,528,593	492,267,517	769,503,135
TOTAL	\$1,520,465,816	\$806,744,592	\$55,608,773	\$325,644,949	\$2,708,464,130	4,853,497,036

Source: Facilities Master Plan / Capital Project Request, FY 2020 - 2024.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, December 7, 2018

Table 4

Summary Table
Immediate Capital Projects
By Projected Funding Source
All Public Higher Education Institutions

Institution	Immediate Capital Projects - Year 1 (FY 2019-2020)								
	Education Trust Fund	ETF Advancement & Technology Fund	Other State Funding	Other Funds	Total Estimated Cost	Percent Requested From ETF Funds	Percent Requested From Advancement & Tech Funds	Percent Requested From Other State Funds	Percent Requested From Other Funds
Alabama A&M University			\$7,675,200	\$3,500,000	\$11,175,200	None	None	68.68%	31.32%
Alabama State University			200,000	\$12,185,000	\$12,385,000	None	None	1.61%	98.39%
Athens State University	6,725,000			600,000	\$7,325,000	91.81%	None	None	8.19%
Auburn University				202,900,000	\$202,900,000	None	None	None	100.00%
Auburn Univ Montgomery			1,000,000		\$1,000,000	None	None	100.00%	None
Jacksonville State Univ	7,500,000				\$7,500,000	100.00%	None	None	None
Troy University	114,351,697				\$114,351,697	100.00%	None	None	None
University of Alabama	134,348,022			301,145,922	\$435,493,944	30.85%	None	None	69.15%
Univ of Alabama at Birmingham			50,000,000	110,650,750	\$160,650,750	None	None	31.12%	68.88%
Univ of Alabama in Huntsville	13,810,000				\$13,810,000	100.00%	None	None	None
University of Montevallo	721,000	300,000		4,290,000	\$5,311,000	13.58%	5.65%	None	80.78%
University of North Alabama	85,500,000				\$85,500,000	100.00%	None	None	None
University of South Alabama				24,000,000	\$24,000,000	None	None	None	100.00%
University of West Alabama	9,460,000				\$9,460,000	100.00%	None	None	None
Dauphin Isl Sea Lab /MESC	465,000				\$465,000	100.00%	None	None	None
SR & Dauphin Isl Total	372,880,719	300,000	58,875,200	659,271,672	\$1,091,327,591	34.17%	0.03%	5.39%	60.41%
Bevill State Community College	2,397,000				\$2,397,000	100.00%	None	None	None
Bishop State Comm College			538,750	28,592,250	\$29,131,000	None	None	1.85%	98.15%
Calhoun State Comm College			2,200,000	2,000,000	\$4,200,000	None	None	52.38%	47.62%
Central Alabama Comm College			322,600	2,961,500	\$3,284,100	None	None	9.82%	90.18%
Chatt Valley Community College			1,040,000		\$1,040,000	None	None	100.00%	None
Coastal Alabama Comm College	3,663,910		4,115,000	126,000	\$7,904,910	46.35%	None	52.06%	1.59%
Drake State Com & Tech College			100,000	200,000	\$300,000	None	None	33.33%	66.67%
Enterprise State Comm College			825,000	3,952,114	\$4,777,114	None	None	17.27%	82.73%
Gadsden State Comm College	5,550,000			2,350,000	\$7,900,000	70.25%	None	None	29.75%
Ingram State Technical College	632,000				\$632,000	100.00%	None	None	None
Jefferson State Comm College	795,000				\$795,000	100.00%	None	None	None
Lawson St Community College			475,000	250,000	\$725,000	None	None	65.52%	34.48%
L. B. Wallace Comm College	500,000		1,400,000		\$1,900,000	26.32%	None	73.68%	None
Marion Military Institute				543,000	\$543,000	None	None	None	100.00%
Northeast AL Comm College			400,000		\$400,000	None	None	100.00%	None
Northwest-Shoals Com College	1,000,000		5,285,000	4,400,000	\$10,685,000	9.36%	None	49.46%	41.18%
Reid State Technical College				185,000	\$185,000	None	None	None	100.00%
Shelton State Comm College	100,000		3,779,000	2,860,000	\$6,739,000	1.48%	None	56.08%	42.44%
Snead State Comm College	1,100,000			7,000,000	\$8,100,000	13.58%	None	None	86.42%
Southern Union St Comm Coll				20,000,000	\$20,000,000	None	None	None	100.00%
Trenholm St Comm College				650,000	\$650,000	None	None	None	100.00%
Wall St Comm College - Dothan	835,000		1,131,000		\$1,966,000	42.47%	None	57.53%	None
Wall St Comm Coll - Hanceville	769,000	2,650,000	3,950,000	1,000,000	\$8,369,000	9.19%	31.66%	47.20%	11.95%
Wall St Comm College - Selma	18,390,000				\$18,390,000	100.00%	None	None	None
Total Comm & Tech	35,731,910	2,650,000	25,561,350	77,069,864	\$141,013,124	25.34%	1.88%	18.13%	54.65%
TOTAL	\$408,612,629	\$2,950,000	\$84,436,550	\$736,341,536	\$1,232,340,715	33.16%	0.24%	6.85%	59.75%

Source: Facilities Master Plan / Capital Project Request, FY 2020 - 2024.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, December 7, 2018

Table 5

Summary Table
Intermediate Capital Projects
By Projected Funding Source
All Public Higher Education Institutions

Intermediate Capital Projects - Year 2 (FY 2020-2021)									
Institution	Education Trust Fund	ETF Advancement & Technology Fund	Other State Funding	Other Funds	Total Estimated Cost	Percent Requested From ETF Funds	Percent Requested From Advancement & Tech Funds	Percent Requested From Other State Funds	Percent Requested From Other Funds
Alabama A&M University			\$11,300,000	\$60,000,000	\$71,300,000	None	None	15.85%	84.15%
Alabama State University			3,853,000	\$64,240,000	\$68,093,000	None	None	5.66%	94.34%
Athens State University	4,875,000				\$4,875,000	100.00%	None	None	None
Auburn University				24,000,000	\$24,000,000	None	None	None	100.00%
Auburn Univ Montgomery			875,000		\$875,000	None	None	100.00%	None
Jacksonville State Univ	14,500,000				\$14,500,000	100.00%	None	None	None
Troy University	16,500,000				\$16,500,000	100.00%	None	None	None
University of Alabama	226,537,761			25,355,184	\$251,892,945	89.93%	None	None	10.07%
Univ of Alabama at Birmingham				175,239,000	\$175,239,000	None	None	None	100.00%
Univ of Alabama in Huntsville	60,360,000				\$60,360,000	100.00%	None	None	None
University of Montevallo	550,000			5,100,000	\$5,650,000	9.73%	None	None	90.27%
University of North Alabama	22,000,000				\$22,000,000	100.00%	None	None	None
University of South Alabama	3,000,000			28,464,764	\$31,464,764	9.53%	None	None	90.47%
University of West Alabama	20,219,988				\$20,219,988	100.00%	None	None	None
Dauphin Isl Sea Lab /MESC	9,500,000				\$9,500,000	100.00%	None	None	None
SR & Dauphin Isl Total	378,042,749		16,028,000	382,398,948	\$776,469,697	48.69%		2.06%	49.25%
Bevill State Community College	4,350,000				\$4,350,000	100.00%	None	None	None
Bishop State Comm College						None	None	None	None
Calhoun State Comm College			4,130,000		\$4,130,000	None	None	100.00%	None
Central Alabama Comm College			279,000	837,485	\$1,116,485	None	None	24.99%	75.01%
Chatt Valley Community College			152,000		\$152,000	None	None	100.00%	None
Coastal Alabama Comm College	1,046,334		800,000	7,500,000	\$9,346,334	11.20%	None	8.56%	80.25%
Drake State Com & Tech College			100,000	100,000	\$200,000	None	None	50.00%	50.00%
Enterprise State Comm College			950,000	9,510,000	\$10,460,000	None	None	9.08%	90.92%
Gadsden State Comm College	7,053,000			30,400,000	\$37,453,000	18.83%	None	None	81.17%
Ingram State Technical College	170,000				\$170,000	100.00%	None	None	None
Jefferson State Comm College	575,000				\$575,000	100.00%	None	None	None
Lawson St Community College			200,000	5,750,000	\$5,950,000	None	None	3.36%	96.64%
L. B. Wallace Comm College			400,000		\$400,000	None	None	100.00%	None
Marion Military Institute						None	None	None	None
Northeast AL Comm College			225,000		\$225,000	None	None	100.00%	None
Northwest-Shoals Com College				5,774,000	\$5,774,000	None	None	None	100.00%
Reid State Technical College	1,000,000				\$1,000,000	100.00%	None	None	None
Shelton State Comm College			1,275,000		\$1,275,000	None	None	100.00%	None
Snead State Comm College	650,000			3,000,000	\$3,650,000	17.81%	None	None	82.19%
Southern Union St Comm Coll				6,500,000	\$6,500,000	None	None	None	100.00%
Trenholm St Comm College	23,000,000		750,000	1,500,000	\$25,250,000	91.09%	None	2.97%	5.94%
Wall St Comm College - Dothan	2,652,675		1,200,000		\$3,852,675	68.85%	None	31.15%	None
Wall St Comm Coll - Hanceville		1,693,000	1,300,000		\$2,993,000	None	56.57%	43.43%	None
Wall St Comm College - Selma	11,400,000				\$11,400,000	100.00%	None	None	None
Total Comm & Tech	51,897,009	1,693,000	11,761,000	70,871,485	\$136,222,494	38.10%	1.24%	8.63%	52.03%
TOTAL	\$429,939,758	\$1,693,000	\$27,789,000	\$453,270,433	\$912,692,191	47.11%	0.19%	3.04%	49.66%

Source: Facilities Master Plan / Capital Project Request, FY 2020 - 2024.

ALABAMA COMMISSION ON HIGHER EDUCATION
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Table 6

Summary Table
Long-Term Capital Projects
By Projected Funding Source
All Public Higher Education Institutions

Long Term Capital Projects - Years 3-5 (FY 2021-2022 - 2023-2024)									
Institution	Education Trust Fund	ETF Advancement & Technology Fund	Other State Funding	Other Funds	Total Estimated Cost	Percent Requested From ETF Funds	Percent Requested From Advancement & Tech Funds	Percent Requested From Other State Funds	Percent Requested From Other Funds
Alabama A&M University			\$50,600,000	\$52,000,000	\$102,600,000	None	None	49.32%	50.68%
Alabama State University				\$79,342,000	\$79,342,000	None	None	None	100.00%
Athens State University	10,750,000				\$10,750,000	100.00%	None	None	None
Auburn University				396,000,000	\$396,000,000	None	None	None	100.00%
Auburn Univ Montgomery			3,350,000		\$3,350,000	None	None	100.00%	None
Jacksonville State Univ	127,500,000				\$127,500,000	100.00%	None	None	None
Troy University	148,291,848				\$148,291,848	100.00%	None	None	None
University of Alabama	490,401,072			116,652,185	\$607,053,257	80.78%	None	None	19.22%
Univ of Alabama at Birmingham				385,554,950	\$385,554,950	None	None	None	100.00%
Univ of Alabama in Huntsville	132,665,000				\$132,665,000	100.00%	None	None	None
University of Montevallo				16,600,000	\$16,600,000	None	None	None	100.00%
University of North Alabama	90,000,000				\$90,000,000	100.00%	None	None	None
University of South Alabama	46,253,558			29,841,000	\$76,094,558	60.78%	None	None	39.22%
University of West Alabama	40,395,000				\$40,395,000	100.00%	None	None	None
Dauphin Isl Sea Lab /MESC						None	None	None	None
SR & Dauphin Isl Total	1,086,256,478		53,950,000	1,075,990,135	\$2,216,196,613	49.01%		2.43%	48.55%
Bevill State Community College			3,300,000		\$3,300,000	None	None	100.00%	None
Bishop State Comm College			5,000,000		\$5,000,000	None	None	100.00%	None
Calhoun State Comm College			21,452,100		\$21,452,100	None	None	100.00%	None
Central Alabama Comm College				12,250,000	\$12,250,000	None	None	None	100.00%
Chatt Valley Community College			1,840,000		\$1,840,000	None	None	100.00%	None
Coastal Alabama Comm College	18,783,236			16,225,000	\$35,008,236	53.65%	None	None	46.35%
Drake State Com & Tech College	19,000,000		50,000,000	450,000	\$69,450,000	27.36%	None	71.99%	0.65%
Enterprise State Comm College	20,000,000		13,300,000	1,000,000	\$34,300,000	58.31%	None	38.78%	2.92%
Gadsden State Comm College	10,000,000		20,000,000	23,505,000	\$53,505,000	18.69%	None	37.38%	43.93%
Ingram State Technical College	1,400,000				\$1,400,000	100.00%	None	None	None
Jefferson State Comm College			26,000,000		\$26,000,000	None	None	100.00%	None
Lawson St Community College				22,450,000	\$22,450,000	None	None	None	100.00%
L. B. Wallace Comm College			7,500,000	1,500,000	\$9,000,000	None	None	83.33%	16.67%
Marion Military Institute				16,772,181	\$16,772,181	None	None	None	100.00%
Northeast AL Comm College				16,000,000	\$16,000,000	None	None	None	100.00%
Northwest-Shoals Com College				4,295,000	\$4,295,000	None	None	None	100.00%
Reid State Technical College	750,000			875,000	\$1,625,000	46.15%	None	None	53.85%
Shelton State Comm College			63,500,000		\$63,500,000	None	None	100.00%	None
Snead State Comm College	2,350,000				\$2,350,000	100.00%	None	None	None
Southern Union St Comm Coll						None	None	None	None
Trenholm St Comm College	31,000,000			1,000,000	\$32,000,000	96.88%	None	None	3.13%
Wall St Comm College - Dothan				4,590,000	\$4,590,000	None	None	None	100.00%
Wall St Comm Coll - Hanceville		2,900,000	34,280,000		\$37,180,000	None	7.80%	92.20%	None
Wall St Comm College - Selma	19,000,000				\$19,000,000	100.00%	None	None	None
Total Comm & Tech	122,283,236	2,900,000	246,172,100	120,912,181	\$492,267,517	24.84%	0.59%	50.01%	24.56%
TOTAL	\$1,208,539,714	\$2,900,000	\$300,122,100	\$1,196,902,316	\$2,708,464,130	44.62%	0.11%	11.08%	44.19%

Source: Facilities Master Plan / Capital Project Request, FY 2020 - 2024.

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Table 7
Report on Revenue Bonds Issued by Alabama Public Higher Education Institutions

Institution	Total Original Value	Total Amount Outstanding 9/30/2018	Total Amount of Principal Debt Service 9/30/2018	Total Amount of Interest Debt Service 9/30/2018	Total Amount of Debt Service 9/30/2018	Sources of Payment
						Various pledged revenues, which includes but is not limited to proceeds from tuition, fees, and auxiliary operations
Alabama A&M University	95,491,473	87,264,132	3,371,286	1,163,979	4,535,265	Tuition and Fee Revenue
Alabama State University	387,710,807	214,267,807	137,360,000	12,448,902	149,808,902	Tuition & Fees
Athens State University	29,535,000	13,691,069	1,403,785	411,065	1,814,850	General Fund, Student Fees, Housing Revenue, Athletic Revenue, & Dining Revenue
Auburn University	1,212,237,607	842,743,307	24,152,554	31,103,093	55,255,647	Auxiliary Revenue
Auburn Univ Montgomery	3,279,000	140,000	135,000	6,225	141,225	Housing/Ath, Tuition & Fees
Jacksonville State University	84,670,000	76,995,000	3,590,000	2,720,191	6,310,191	General Student Fees
Troy University	183,535,000	148,090,000	6,325,000	6,397,132	12,722,132	Tuition, Housing, Athletics, Parking fees, Food Service, Fraternities, Sororities, Hillel
University of Alabama	1,118,010,000	962,710,000	25,785,000	42,049,225	67,834,225	
Univ of Alabama at Birmingham (Does not include Bonds for Hospital)	594,015,000	471,064,999	20,767,897	18,680,229	39,448,126	E&G & Auxiliary
Univ of Alabama in Huntsville	147,312,000	121,929,000	3,941,000	4,088,471	8,029,471	Housing Fees & Student Tuition/Fees
University of Montevallo	48,936,000	47,877,000	487,000	1,919,176	2,406,176	Pledged Revenues
University of North Alabama	79,975,000	72,170,000	1,685,000	3,603,111	5,288,111	Housing Revenues & Tuition/Fees
University of South Alabama	516,140,001	351,313,864	18,704,477	11,293,175	29,997,652	Tuition & Fee revenues, portion of revenues USA Children's & Women's Hospital, gross revenues from Auxiliary Enterprises
University of West Alabama	54,600,000	48,160,000	1,250,000	2,473,527	3,723,527	General Fees, Capitalized Interest, BAB subsidy
Dauphin Isl Sea Lab /MESC	2,000,000	1,345,000	195,000	36,128	231,128	Prog. SVC Rev.
SR & Dauphin Isl Total	4,557,446,888	3,459,761,178	249,152,999	138,393,629	387,546,628	

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Table 7
Report on Revenue Bonds Issued by Alabama Public Higher Education Institutions

Institution	Total Original Value	Total Amount Outstanding 9/30/2018	Total Amount of Principal Debt Service 9/30/2018	Total Amount of Interest Debt Service 9/30/2018	Total Amount of Debt Service 9/30/2018	Sources of Payment
Bevill State Community College	17,727,000	14,912,000	1,256,000	438,706	1,694,706	Tuition
Bishop State Comm College	3,552,000	2,252,000	424,000	49,526	473,526	Plant Funds
Calhoun State Comm College	39,325,000	26,739,000	3,010,000	1,009,473	4,019,473	Tuition & Fees
Central Alabama Comm College	11,145,000	7,505,000	570,000	297,214	867,214	Tuition Revenue
Chatt Valley Comm. College	9,000,000	6,367,563	285,000	327,438	612,438	Tuition & Fees
Coastal Alabama Comm College	25,988,000	19,171,000	1,435,000	773,860	2,208,860	Tuition/Fees & Building Fee
Drake State Com & Tech College	1,712,000	1,085,000	205,000	18,011	223,011	Tuition
Enterprise State Comm College	6,440,000	4,940,000	190,000	250,013	440,013	Facilities Renewal Fees & Building Fee
Gadsden State Comm College	32,719,000	29,907,000	923,000	552,627	1,475,627	Building Fee, Tuition, & Local Government Contribution
Ingram State Technical College					0	
Jefferson State Comm College	30,042,000	23,883,000	2,520,000	839,067	3,359,067	Tuition & Fees
Lawson St Community College	28,686,883	24,111,883	735,000	510,185	1,245,185	Tuition and Fees, Room Charges, Dept. of Ed
L. B. Wallace Comm College	3,700,000	1,645,000	195,000	74,003	269,003	Tuition & Fees
Marion Military Institute					0	
Northeast AL Comm College	11,729,000	10,645,000	372,000	374,214	746,214	Tuition & Fees
Northwest-Shoals Comm College	6,000,000	4,447,894	358,427	139,288	497,715	Plant Funds
Reid State Technical College	2,045,000	1,145,000	215,000	34,680	249,680	Tuition & Fees Payable by Students
Shelton State Comm College						
Snead State Comm College	8,959,000	6,750,000	566,000	188,161	754,161	Tuition
Southern Union St Comm Coll	40,410,000	29,765,000	1,660,000	1,095,906	2,755,906	Tuition & Fees
Trenholm St Comm College	7,500,000	5,835,000	160,000	344,130	504,130	Tuition and Special Building Fees
Wall St Comm College - Dothan	16,211,000	9,955,000	1,383,000	277,969	1,660,969	Tuition & Fees & Special Building Fee
Wall St Comm Coll - Hanceville	45,918,000	36,198,000	2,013,000	1,564,902	3,577,902	Tuition & Fees & Building Fees
Wall St Comm College - Selma						
Total Comm & Tech	348,808,883	267,259,340	18,475,427	9,159,373	27,634,800	
TOTAL	4,906,255,771	3,727,020,518	267,628,426	147,553,002	415,181,428	

Source: Facilities Master Plan / Capital Project Request, FY 2020-2024.

DECISION ITEM E:

Final Approval of Amendments to the Administrative Procedures for 300-2-1-.02: Review And Approval Or Disapproval Of Proposed Postsecondary Course Offerings In Alabama By Non-Alabama Institutions Seeking State Authorization.

Staff Presenter:

Tim Vick
Director of Operations and Fiscal Services

Staff Recommendation:

That the Commission give final approval to the proposed amendments related to the Chapter 300-2-1-.02 of the administrative procedures related to the programmatic review of Non-Alabama institutions seeking state authorization.

Background:

Preliminary approval of the proposed amendments to this rule was granted by the Commission on Friday, September 14, 2018 by action of the Executive Committee of the Commission. The proposed changes were filed with the Legislative Services Agency on September 19, 2018 and published in Alabama Administrative Monthly on September 28, 2018. Interested parties had until November 5, 2018 to comment. No comments were received. Should the Commission grant final approval to these proposed changes, the proposed changes will go into effect 35 days after the changes are certified by the Executive Director, and subsequently filed with the Legislative Services Agency.

The Code of Alabama, 1975, Section 16-5-10(10) authorizes the Alabama Commission on Higher Education to make rules and regulations for its meetings, procedures and execution of the powers and duties delegated to it.

Also, the Code of Alabama, 1975, Section 16-5-10(14) states, "The commission under its rule-making authority shall establish criteria for the approval of such institutions and programs."

Staff believes that these two citations allow the Commission to determine the nature and scope of the programmatic reviews.

The reasons for the proposed amendments to these administrative procedures are as follows:

1. The advent of the National Council for State Authorization Reciprocity Agreements (NC-SARA) has drastically reduced the number of institutions that must seek state authorization.
2. The staff questions the need to review the programs of institutions that are exempt from the licensure process by

the Alabama Private School Licensure Law, found in the Code of Ala. 1975, §§16-46-1, et seq. Since those institutions do not have to be granted a license by the state and are free to operate without state regulation, the staff questions the need to perform programmatic reviews of their programs.

3. Although the Commission is charged to review and approve postsecondary course offerings of Non-Alabama institutions seeking state authorization, it does not have enforcement authority to deny a license should programs be found to be of inadequate quality.

During the 2018 legislative session, HB 374 was introduced. This bill would have consolidated the licensure and program review functions at the Commission. This bill generated significant opposition from the proprietary sector and quickly failed. There is little reason to believe that this opposition will diminish in the near future. This event, along with other recently occurring circumstances, left the Commission staff with little choice, but to reevaluate how these programmatic reviews were being conducted.

4. The staff believes that accreditation by a United States Department of Education recognized regional or national accreditation agency is a sufficient indicator of the quality of programs being offered by an institution; thus, an additional review is not necessary.
5. The staff questions the need to do any sort of review of non-degree programs and/or non-credit courses, which do not lead to a postsecondary degree.
6. Recently the Commission has been told in a court opinion that if an institution originated as an Alabama institution, it is still considered an Alabama institution if it is owned by a company whose headquarters is in another state. As a result, the institution/campus is no longer subject to Commission regulation.

The following process changes also are recommended.

1. Presently, once the Commission approves an off-campus program for a public institution; it does not have to be reviewed again as long as it does not change facilities. Staff proposes that this same practice be put in place for Non-Alabama institutions.
2. Due to the fact that typically once a program is put in place only minor curricula changes are made, staff believes that it is not necessary to review an institution every two years and recommends that institutional programmatic review be placed on a four-year cycle.

In the attachment, old language is struck-through and new language is underlined.

Supporting Documentation:

1. Proposed amendments to Chapters 300-2-1-.02 of the Alabama Administrative Code (attached).

Attachment 1

300-2-1-.02 Review and Approval or Disapproval of Proposed Postsecondary Course Offerings in Alabama by Non-Alabama Institutions Seeking State Authorization.

(1) Purpose. Per the Code of Alabama, 1975, Sections 16-5-10 (14). It is the responsibility of the Alabama Commission on Higher Education to establish policies and procedures for the review and approval or disapproval of all proposed postsecondary credit courses or program of instruction offered in the State of Alabama by non-Alabama institutions of higher education. The Code of Alabama, 1975, Section 16-5-10(10) authorizes the Commission to make rules and regulations for its meetings, procedures and execution of the powers and duties delegated to it by this article. These institutions must also be licensed to do business in Alabama by the Alabama Community College System.

(2) Definitions. For purposes of this rule, the following definitions apply:

(a) Programs of Instruction (Courses): Any course or sequence of courses for which credit toward any postsecondary degree, certificate, or diploma is to be awarded.

(b) System: The Alabama Community College System.

(c) Exempt Institutions: Those postsecondary institutions that are granted a certificate of exemption from licensure by the Alabama Community College System and for which the System has waived formal licensure application and review.

(d) Faculty: A faculty member who has a contract for formal teaching responsibilities with the proposing institution.

(e) Main Campus: The physical boundaries of the location of an institution's principal administrative offices. In the case of an institution eligible for Title IV funds, the campus designated by the U.S. Department of Education's Office of Postsecondary Education identification number (OPEID).

(f) Non-Alabama Institutions: A postsecondary educational institution, public or private, profit or nonprofit, whose main campus or headquarters is located outside the State of Alabama.

(g) Unaccredited Institution: An institution not accredited by an agency recognized by the United States Department of Education or Council on Higher Education Accreditation.

(3) Procedures for Program Approval of an Unaccredited Institution. As

a prerequisite to program approval, an unaccredited institution requesting to offer degree programs in Alabama must undergo an external review of its programs of study, which may include an onsite Commission staff review and will include a review by an outside consultant(s) chosen by the Commission. The unaccredited institution will underwrite all costs related to the external review. The review process for unaccredited institutions shall not exceed six months following receipt of the required data and information forms from the applying institution. These forms/applications can be found on the Commission's website at www.ache.edu.

(4) Exemptions from programmatic review. The following are exempt from programmatic review by the Commission, but are not exempt from the licensure process conducted by the Alabama Community College System under the provisions stated in Alabama Private School Licensure Law, found in the Code of Ala. 1975, §§16-46-1, et seq. If an institution wishes to claim an exemption from Commission program review, proper documentation must be provided to the Commission. The Commission will then determine based on the following Commission guidelines if programs/institutions are exempt from review. The Commission will then inform the Alabama Community College System concerning the disposition of these applications.

(4) (a) Institutions exempt under the Alabama Private School License Law. Those non-Alabama institutions that are granted a certificate of exemption from licensure by the System and for which the System has waived formal licensure application and review shall nonetheless are not required to apply for Commission review and approval of courses or programs of instruction. Every application for approval of a course or program of instruction shall be accompanied by a certificate of exemption from formal licensure issued by the Alabama Community College System. This includes programs proposed by institutions that are members of the National Council of State Authorization and Reciprocity Agreements (NC-SARA) or any approved successor organization wishing to establish a physical presence in Alabama (includes internships and clinical rotations).

(b) Programs submitted by institutions that are accredited by a regional, national or specialized/programmatic accrediting body recognized by the United States Department of Education, a list of which can be found on the United States Department of Education's website under the Database of Accreditation of Postsecondary Institutions and Programs. Documentation concerning accreditation is required.

(c) Non-degree programs or non-credit courses.

(d) Programs offered by institutions that were originally incorporated as an Alabama institution that are now owned by institutions and corporations headquartered in other states. These institutions must have been in continuous operation in Alabama since their inception, with no more than a one-year interruption of operations due to a change in ownership. Legal

documentation of Alabama origin must be submitted to the Commission.

(e) Once a program has been approved by the Commission to be offered at an Alabama location, it does not have to be reviewed again as long as the location of the program (facility, not city) does not change. Should a program change physical location, it must be approved again.

(5) Commission Review Criteria. The Commission shall establish review criteria designed to evaluate the academic quality of proposed courses or programs of instruction. ~~The review includes, but is not restricted to: The qualifications of faculty and supporting staff, the quality of academic support resources (library, laboratories, etc.), and the academic validity of the proposed courses.~~ In general, program proposals must meet standards used by the Commission proposals for new off-campus offerings by in-state public institutions and in doing so be in full compliance with the Southern Association of Colleges and Schools Commission on Colleges (SACS COS) guidelines or those of other regional, national or specialized/programmatic accrediting bodies recognized by the United States Department of Education. Since the use of state appropriated funds is not involved, the question of unnecessary duplication is not an issue when proposals of non-Alabama institutions are reviewed.

(6) Site visits. The Commission reserves the right to conduct a site visit to the proposed location for an evaluation of a course or program of instruction before or subsequent to concluding its review of a pending application. There is no charge to the institution for mileage or per diem payments to staff employees of the Commission for such visits. However, in the event that the Commission appoints other education or external specialists as on-site visit consultants, the institution will pay the consultants a consulting fee determined by the Commission, as well as expenses.

(7) Timeline for Review for non-exempt programs.

(a) New programs or previously approved programs being relocated to new facilities will be reviewed in a four-year cycle to coincide with the license renewal cycle established by the System for the institution.

1. If new programs are to be implemented at an existing site or previously approved programs are to be moved to a new facility in the midst of a licensure review cycle, the institution will notify the Commission of those changes by letter and the review will take place at the time of the next licensure renewal with the System.

(b) In the absence of unavoidable delays, the Commission will report its approval or disapproval of proposed courses or program(s) of instruction to the System and to the applying institution within sixty (60) working days following receipt of the required data and information forms from the applying institution. These forms/applications can be found on the Commission's

website at www.ache.edu.

~~(8) Fees. Application materials for initial program approval or for renewal shall be accompanied by a programmatic review fee in accord with the programmatic review fee schedule published within the Commission's application(s) for programmatic approval and posted to the Commission's website. The programmatic review fee schedule may be revised from time to time upon reasonable notice at the discretion of the commission. By statute, the Commission is authorized to promulgate a schedule of programmatic fees, commensurate with the cost of Commission activities related to the programmatic review, not to exceed fifteen thousand dollars (\$15,000). At this time, the Commission will not assess a fee for its programmatic reviews, but retains the right to do so in the future, upon six months' notice, should circumstances warrant.~~

(9) Appeals. Any person or institution aggrieved by the action of the Commission in its administration of this rule may, by written petition filed with the Commission within thirty (30) days after notice of the aggrieving action, request a rehearing by the Commission. The Commission shall schedule the requested rehearing to be held no less than twenty (20) nor more than thirty (30) days after receipt of the petition. The aggrieved party may present written and oral evidence supporting its petition and may be represented by counsel, if desired. The decision of the Commission following the rehearing shall be final.

Author: ~~Elizabeth French~~ James E. Purcell

Statutory Authority: Code of Ala. 1975, §§16-5-1, et seq.

History: Filed December 10, 1985. Rule 300-2-1-.02 was formerly referenced as Chapter 300-2-1; it has been repealed and reinserted as a rule within this chapter. The rule title remains unchanged from its previous chapter title. The contents are also unchanged except for slight format changes and the addition and deletion of certain definitions: Filed April 10, 1989. Amended: Filed August 21, 1996; effective September 25, 1996. Amended: Filed January 6, 2003; effective February 10, 2003. Amended: Filed May 6, 2004; effective June 10, 2004. Amended: Filed February 8, 2010; effective March 15, 2010. Amended: Filed November 5, 2013; effective December 10, 2013. Amended: Filed May 9, 2016; effective June 23, 2016. Amended: Filed

DECISION ITEM F: Final Approval of Administrative Procedures for Distance Education (Chapter 300-2-1-.10)

Staff Presenter: Tim Vick
Director of Operations and Fiscal Services

Staff Recommendation: That the Commission give final approval to the proposed rules related to Distance Education.

Background: Preliminary approval of the proposed amendments to this rule was granted by the Commission on Friday, September 14, 2018 by action of the Executive Committee of the Commission. The proposed changes were filed with the Legislative Services Agency on September 19, 2018 and published in Alabama Administrative Monthly on September 28, 2018. Interested parties had until November 5, 2018 to comment. No comments were received. Should the Commission grant final approval to these proposed changes, the proposed changes will go into effect 35 days after the changes are certified by the Executive Director, and subsequently filed with the Legislative Services Agency.

The Code of Alabama, 1975, §§16-5-1, et seq. authorizes the Alabama Commission on Higher Education to adopt any rules necessary for the administration of its statutory responsibilities.

Previously, the Distance Education administrative rules were located in the Fiscal and Information Systems section of the Administrative Procedures (§300-2-3). At the June 8, 2018 meeting of the Commission, references to Distance Education were removed from that section due to the fact that these rules more appropriately should be placed in the Program Review section (§300-2-1). Due to the action taken at the June meeting, these are now considered "new" rules.

Supporting Documentation: 1. Proposed new rule to the Alabama Administrative Code to be entitled Chapter 300-2-1.10 (attached).

Attachment 1

NEW RULE

Chapter 300-2-1-.10: Distance Education

(1) Units of instruction offered by Alabama public institutions, including distance education offerings, are subject to Commission approval per the Code of Alabama, 1975, Section 16-5-8.

(2) **Definition Of Distance Education:** A formal educational process using technological delivery in which instruction occurs where students and instructors are not in the same place. Instruction may be synchronous or asynchronous. Distance education may employ audio, video, or computer technologies. Distance education, distance learning, and e-learning are recognized by the Commission as being synonymous terms. Academic courses or programs are considered to be distance education entities when over fifty percent of the content is delivered through distance education modes. [Based on the Council on Occupational Education (COE) and the Southern Association of Colleges and Schools/Commission on Colleges (SACS/COC) definitions.]

(3) Institutions are to set tuition for distance education offerings, ensuring that they meet statutory requirements. Institutions providing distance education courses or programs are expected to be in full compliance with the standards and/or requirements of any appropriate governing or accreditation authorities.

(4) Academic programs offered through distance education by Alabama public institutions must have been approved by the Commission on Higher Education and must be listed in the Commission's Academic Program Inventory with no restriction to a military base.

(5) Programs approved by the Commission on Higher Education do not require additional Commission approval to be configured and offered as distance education programs. However, institutions preparing to offer existing programs as distance education offerings must report this intent to the Commission prior to implementation.

(6) The Commission on Higher Education does not require approval of individual courses for distance education purposes.

Author: Tim Vick

Statutory Authority: Code of Alabama, 1975, §§16-5-1 et seq.

History: Filed; Amended:

DECISION ITEM G: Preliminary Approval of Amendments to the Administrative Procedures for Chapter 300-4-3: Alabama Student Grant Program

Staff Presenter: Tim Vick
Director of Operations and Fiscal Services

Staff Recommendation: That the Commission preliminarily approve the proposed amendments related to Chapter 300-4-3 of the administrative procedures entitled, Alabama Student Grant Program.

Background: The Code of Alabama, 1975, Section 16-33A-1, et seq authorizes the Alabama Commission on Higher Education to make rules and regulations related to the administration of the Alabama Student Grant Program.

The reasons for the proposed amendments to these administrative procedures are described below and shown in Attachment 1. Old language is struck-through and new language is underlined.

The purpose of these amendments are to:

- Allow for one-time application,
- Reduce the number of required proofs of Alabama residency,
- Clarify certain definitions, and
- Eliminate/replace obsolete language.

Supporting Documentation: Proposed amendments to Chapters 300-4-3 of the Alabama Administrative Code (attached).

**ALABAMA COMMISSION ON HIGHER EDUCATION
STUDENT ASSISTANCE
ADMINISTRATIVE CODE**

**CHAPTER 300-4-3
ALABAMA STUDENT GRANT PROGRAM**

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300-4-3-.01 Definition Of Terms.

(1) Academic Progress - A student must make satisfactory academic progress in an eligible program at an approved institution in order to receive an Alabama Student Grant Program (ASGP) payment. ~~Satisfactory academic progress shall be defined in writing by each approved institution and must be approved by the Alabama Commission on Higher Education (ACHE). ACHE shall not approve any definition of satisfactory academic progress that~~ No institution shall permit a student to remain enrolled in an approved institution receive ASGP funds when a student's projected completion date does not comply with the Code of Federal Regulations definitions of maximum time frame for his/her program of study, as defined in 34CFR 6689.34.

(2) Academic Qualifications of Eligible Students – A student is considered academically qualified if he/she is currently enrolled and matriculated in an eligible program of an eligible institution. It is considered that current enrollment by the institution has been based upon satisfactory demonstration to the institution of probable successful completion of the program. Satisfactory academic progress by a student shall be evaluated in terms of all course work attempted and all course hours for which ASGP payments were issued, whether or not credit hours were received by the student.

(3) Academic Year - The academic year for Alabama Student Grant Program purposes is from October 1 of one year to September 30 of the next year.

(4) Alabama Resident - A person who has been domiciled in the State of Alabama for a period of at least twelve (12) consecutive months immediately preceding application for a grant under the Alabama Student Grant Program. Any student in

Alabama only for purposes of attending an Alabama postsecondary educational institution shall not be eligible for a grant. ~~Five (5) or more~~ Upon submission of an application, two (2) proofs of residency must be provided and preserved in the student's award file as support for the claim of Alabama residency. The two proofs may be selected from of the following list ~~are required as support for the claim of Alabama residency:~~

- (a) Certification by the student of his/her permanent Alabama residence;
- (b) Certification by the student's parents or guardians of their permanent Alabama residence;
- (c) Certification of the student's Alabama voter registration;
- (d) Certification of the student's parents' or guardians' Alabama voter registration;
- (e) A photocopy of the student's or parent's (guardian's) valid Alabama driver's license;
- (f) Evidence of full-time employment by the student or parents (guardians) within Alabama for the preceding twelve (12) months;
- (g) Evidence of payment of income tax to the State of Alabama by the student or parents (guardians) for the preceding calendar year;
- (h) Evidence of home ownership or ownership of other real property in Alabama by the student or parents (guardians);
- (i) Evidence of graduation from an Alabama secondary school, or a copy of a State of Alabama High School Equivalency Certificate; and
- ~~(j) Other evidence that an Alabama domicile has been established and maintained for the previous twelve (12) months.~~

(5) Approved Institution - An approved institution is an independent, nonprofit postsecondary institution of higher learning located in the State of Alabama or any independent postsecondary institution of higher learning with a permanent facility offering classroom instruction located in Montgomery County, Alabama, which has been incorporated and in continuous operation for over 50 years and which has been accredited for over 10 years by the Commission on Colleges of the Southern Association of Colleges and Schools, prior to the effective date of amendatory act contained in AL ACT 2010-686 which with the exception specifically cited immediately above, and:

- (a) Has its principal base of operation located within the State of Alabama;
- (b) Is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools or, if not so accredited,
 - 1. Is classified in an exemption status and is licensed to operate in the State of Alabama by the State Approving agency of the ~~State Department of Education~~ Alabama Community College System Office or its successor agency; and
 - 2. ~~Is in the formal process of attaining accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools, or~~ Is an institution where credits are currently accepted, on transfer, by at least three (3) institutions within Alabama and which are accredited by the Commission on Colleges of the Southern Association of Colleges and Schools.
- (c) Files a signed agreement with ACHE to comply with all regulations and procedures of the Alabama Student Grant Program;
- (d) Has an academic curriculum which is not comprised principally of sectarian instruction or preparation of students for a sectarian vocation;
- (e) Does not award primarily theological or religious degrees;
- (f) Performs essentially secular educational functions which are distinct and separable from religious activity;
- (g) Does not discriminate in its admissions practices on the basis of religious or denominational preference; and
- (h) Does not, during the applicable fiscal year, receive a direct institutional appropriation from the State of Alabama.
- (6) Eligible Program - An eligible program is a nonsectarian, secular educational program of at least six (6) months duration, ~~and whose contents have been approved by ACHE.~~
- (7) Eligible Student - An eligible student is an applicant for a grant under the Alabama Student Grant Program who:
 - (a) Has obtained a certificate of graduation from a secondary school or the recognized equivalent of such graduation;
 - (b) Is classified as an undergraduate student;
 - (c) Is an Alabama resident;

(d) Is a citizen of the United States or in the process of becoming a citizen of the United States;

(e) Is enrolled as a full-time student or part-time student in an eligible program in an approved institution leading to a degree, diploma, or certificate;

(f) Is making satisfactory academic progress; and

(g) Is not enrolled, and does not intend to enroll, in a course of study leading to an undergraduate degree in theology, divinity, or other field of preparation for a religious vocation.

(8) False Statement of Misrepresentation - Any person who knowingly makes or furnishes any false statement or misrepresentation, or who accepts such false statement or misrepresentation knowing the same to be false, for the purpose of enabling an individual or institution to obtain monies wrongfully under this program, shall be guilty of a Class A misdemeanor, and upon conviction thereof, shall be subject to a fine or to imprisonment, or to both, as such misdemeanor is defined in Act No. 607, S. 33 of the 1977 Regular Session (Acts 1977, Vol. 11, p. 812).

(9) Full-Time Student - A full-time student is defined as an eligible student who is carrying a full-time academic workload, other than by correspondence, measured in terms of course work or other required activities, including courses, work experience, research or special studies which the institution requires of the student to be considered as being engaged in full-time study, and which amount to the equivalent of a minimum of twelve (12) semester hours or twelve (12) quarter hours per academic term; or the student is charged the tuition and fees for full-time study by the institution. For purposes of this program, no more than one course [with a maximum of four (4) credit hours] per academic term for courses in religion or theology shall be considered when calculating a student's full-time status.

(10) Grant - A grant is a monetary award of a maximum of \$1200 per academic year for full-time recipients, and a maximum of \$600 per academic year for half-time recipients, under the Alabama Student Grant Program, to an approved institution on behalf of and to the credit of eligible students enrolled in eligible programs commencing after August 1, 1989.

(11) Half-time Student - A half-time student is defined as an eligible student who is carrying a half-time academic workload, other than by correspondence, measured in terms of course work or other required activities, including courses, work experience, research, or special studies which the institution requires of the student to be considered as being engaged in half-time study, and which amounts to the equivalent of a minimum of six (6) semester hours or six (6) quarter hours per academic term; or the student is charged the tuition and fees for half-time study by the institution.

Any student enrolled for less than the equivalent of six (6) semester hours or six (6) quarter hours is ineligible for an Alabama Student Grant Program payment. For purposes of this program, no more than one course (with a maximum of four (4) credit hours per academic term for courses in religion and theology) shall be considered when calculating a student's half-time status.

(12) Institutional-Related Expenses – Institutional related expenses are nonsectarian, secular educational expenses, including tuition, mandatory fees, room and board, transportation, books and supplies, and routine miscellaneous expenses incurred by an eligible student.

~~(13) Matriculated Status – To be eligible for an Alabama Student Grant Program payment, a student must have completed all the required steps in the enrollment procedure and be considered registered by the institution in an eligible program leading to a degree, diploma, or certificate.~~

(14 ~~13~~) Proration of Funds - Should funds appropriated to the Alabama Student Grant Program be insufficient to provide such eligible student with a full grant payment for any term(s) during an academic year, each eligible student shall receive a pro rata grant share of the available funds.

(15 ~~14~~) Renewal of Grants – Upon completion of an initial application, E each grant ~~shall~~ may be automatically renewed ~~renewable~~ annually for the number of hours normally required by the institution for the course of study in which the individual student is enrolled as long as the student is continuously enrolled. Total hours attempted shall not exceed by more than twenty-five percent (25%) the number of hours required for the individual student's course of study or until such time as the student receives a baccalaureate degree. ACHE shall grant a renewal only upon the student's annual application as defined in these regulations.

(16 ~~15~~) Transfer Student - Each Alabama Student Grant Program award is made on the basis of the student applicant attending the postsecondary educational institution listed on his/her student application form. A student grant recipient who elects to transfer to another educational institution may apply for a new grant in accordance with the student application procedures. The original grant will automatically be cancelled. An Alabama Student Grant Program award is not transferable from one educational institution to another.

(17 ~~16~~) Undergraduate Student - An undergraduate student is an eligible student who is in attendance at an approved institution and has not earned a baccalaureate or professional degree. Students who have previously earned a baccalaureate or professional degree, even though they may be enrolled in an undergraduate course of study, are not eligible for an Alabama Student Grant Program grant.

(17) Continuous Enrollment - a student who takes courses each major term (i.e. Fall and Spring Semesters or Fall, Winter and Spring Quarters).

Authors: Joseph T. Sutton, Henry J. Hector, Tim Vick
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed March 9, 1992. Amended: Filed January 6, 2011; effective February 10, 2011. Amended: Filed March 27, 2017; effective May 11, 2017. Amended: Filed, effective.

NO CHANGES PROPOSED FOR 300-4-3-.02

300-4-3-.02 Audit. Each approved institution receiving grants on behalf of, and to the credit of, any student shall be subject to examination at any time by ACHE, the Examiner of Public Accounts, or the State Auditor, for the purpose of determining whether such institution has complied with the rules, regulations, and procedures of the Alabama Student Grant Program. If an institution certifies an ineligible student for an Alabama Student Grant Program award, the amount of the grant paid pursuant to such certification shall be refunded by the institution to the Alabama Student Grant Program. The Department of Examiners of Public Accounts may audit all receipts, disbursements, assets, liabilities, and other resources of any postsecondary educational institution receiving grant funds on behalf of, and to the credit of, any student. Each approved institution shall submit to ACHE by December 15 each year, with a copy for the Legislature by the same date, a full audit, conducted by a certified public accountant, of the institution's receipts, disbursements, assets, liabilities, and other resources as of the date of the close of its immediately preceding fiscal year, and covering the immediately preceding academic year in which ASGP funds were received by students attending said institution, before any grants may be applied for or processed for said institution.

Authors: Joseph T. Sutton, Henry J. Hector
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed March 9, 1992. Amended: Filed, Effective.

300-4-3-.03 Awarding Procedures. The following procedures shall be the method used by ACHE for making available Alabama Student Grant Program awards to eligible students at approved institutions:

(a) Applications may be obtained from approved institutions and from the Alabama Commission on Higher Education's website.

(b) ~~Applications shall be completed each academic year by student applicants.~~ All information requested on the "Alabama Student Grant Program Application" must be completed and the form mailed or delivered to the Student Financial Aid Office at an approved institution in which the student is or will be enrolled.

As long as a student is continuously enrolled, as defined in 300-4-2-.01, only an initial application is necessary to be kept on file. Should a student not be continuously enrolled, a new application is required. New Fall Term grant applications must be received by September 15. New Winter Quarter grant applications must be received by January 15. New Spring Semester grant applications must be received by February 15. New Spring Quarter grant applications must be received by April 15. If all items and information requested on the application form are not completed, the application is invalid and the student is ineligible to receive an Alabama Student Grant Program payment.

(c) Applications received in an approved institution's Student Financial Aid Office shall be dated when received. Each application shall have a preliminary review by the institution to determine if the application is complete and meets the eligibility criteria for a grant. Each student applicant shall be notified by the institution when the application is incomplete and additional information is needed. The institution shall notify each applicant who does not meet all eligibility criteria and is, therefore, ineligible for an Alabama Student Grant Program award.

(d) All applications which pass the preliminary review for eligibility shall be compared to other appropriate institutional records. Institutional records shall be used to verify that each student applicant is:

1. A graduate of a secondary school, or the recognized equivalent of a graduate;
2. Classified as an undergraduate student who has not previously received a baccalaureate or other professional degree;
3. An Alabama resident;
4. A citizen of the United States, or in the process of becoming a U.S. citizen;
5. Enrolled as a full-time or half-time student in an eligible program;
6. Making satisfactory academic progress; and
7. Not enrolled in a course of study leading to an undergraduate degree in theology, divinity, or other field of preparation for a religious vocation.

(e) For students who are determined to be eligible for an Alabama Student Grant Program award, an award list shall be made. The award list shall contain the names, Social Security numbers, the eligible programs in which the students are enrolled, and numbers of hours of enrollment for all eligible students. The institutional ASGP coordinator and the president of the approved institution shall sign the award list certifying that each student on the roster is eligible for an award and has submitted to

the institution a complete and acceptable ASGP student application on or before the application deadline for the term in which payment is requested.

Authors: Joseph T. Sutton, Henry J. Hector, Timothy W. Vick
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed
March 9, 1992. Amended: Filed, Effective.

300-4-3-.04 Distribution Of Funds.

(1) ACHE shall determine from the certified award lists received from all approved institutions the per grant dollar amount per eligible student for each academic term. Each eligible full-time student may receive a maximum of \$600 per semester or \$400 per quarter. Each eligible half-time student may receive a maximum of \$300 per semester or \$200 per quarter. No eligible student shall receive more than \$1,200 per academic year, nor shall any student receive a grant at more than one approved institution during any one academic term.

(2) ACHE shall determine the dollar amount of each grant and shall prepare a voucher each term requesting that the State Comptroller disburse ASGP funds for eligible students. As Special Education Trust Funds become available, the order in which institutions will be issued Fall Term checks shall be determined by a random and public drawing during ~~October~~ September of institutional names, with first-drawn/first-paid to last-drawn/ last-paid. Checks for second term shall be issued in reverse order-- last-drawn/first-paid to first-drawn/last-paid. Checks for Spring Quarter shall be issued in the same order as ~~full~~ fall term.

(3) Institutions must request and receive approval from ACHE to distribute ASGP funds ~~by one of the following methods~~ in the following manner:

~~(a) The State Comptroller shall prepare a check payable to the student (by name) and the approved institution for each eligible grant recipient listed on the award list. Such checks and a signature roster with the amount of grant indicated for each eligible student shall be forwarded to the approved institution for delivery to the student(s). No later than thirty (30) work days after receipt of the grant check(s), the approved institution shall issue the individual check(s) to the eligible student(s) and return the completed signature roster to ACHE.~~

~~(b) The State Comptroller shall prepare a check payable to the approved institution for the total dollar amount of eligible grants submitted on the award list. The check and a signature roster with the dollar amount of grant payment indicated for each eligible student shall be forwarded to the approved institution. No later than fourteen (14) work days after receipt of the grant check, the approved institution shall issue an individual check to each eligible student for the dollar amount indicated on the signature~~

~~roster. No later than thirty (30) work days after receipt of the signature roster, the approved institution shall return the completed signature roster to ACHE.~~

(~~e~~ a) The State Comptroller shall prepare a check payable to the approved institution for the total dollar amount of eligible grants submitted on the award list. The check and a signature roster with the dollar amount of grant payment indicated for each eligible student shall be forwarded to the approved institution. No later than fourteen (14) work days after receipt of the grant check, the approved institution shall credit each eligible student's account with the dollar amount indicated on the signature roster. Should the dollar amount of a grant credited to an eligible student's account exceed the dollar amount due the institution by the student at the time an ASGP grant is credited to an eligible student's account, a check in the amount of the excess funds (credit) shall be issued within the allotted fourteen (14) work days to the eligible student by the approved institution. No later than thirty (30) work days after receipt of the check and signature roster, the approved institution shall return any undeliverable funds to ACHE.

(~~d~~ b) A signature roster with the dollar amount of grant payment indicated for each eligible student shall be forwarded to the approved institution. No later than thirty (30) work days after receipt of the signature roster, the approved institution shall credit each eligible student's account with the dollar amount indicated on the signature roster. Should the dollar amount of a grant credited to an eligible student's account exceed the dollar amount due the institution by the student at the time an ASGP grant is credited to an eligible student's account, a check in the amount of the excess funds (credit) shall be issued to the eligible student by the approved institution within the allotted fourteen (14) work days after the total dollar amount of eligible grants submitted on the award list. If the check is forwarded to the institution after students' accounts are credited, the approved institution shall return, within fourteen (14) days, any undeliverable funds to ACHE. If the check is forwarded to the institution prior to the date students' accounts are credited the approved institution shall return, within thirty (30) work days, undeliverable funds to ACHE.

(4) If a student whose eligibility for a grant has been certified by an approved institution becomes ineligible for a grant before the expiration of the institutional tuition refund period, the grant funds shall not be delivered to the student, but shall be returned to the Alabama Student Grant Program. Funds are considered received by a student when the ASGP check is delivered to the student or when the institution credits an ASGP payment to the student's account.

(5) In no academic term may the grant amount received by an eligible student exceed the per student operating expenditures of the institution for nonsectarian, secular educational purposes. Under no circumstances shall any Alabama Student Grant Program funds be utilized by an approved institution or an eligible student for religious, sectarian or denominational purposes. Approved institutions receiving Alabama Student Grant Program funds shall segregate such funds in a special revenue account and shall identify nonsectarian expenditures of such funds.

Authors: Joseph T. Sutton, Henry J. Hector, Timothy W. Vick
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed March 9, 1992. Amended: Filed, Effective.

300-4-3-.05 Proration Of Funds.

(1) The deadline for receipt of certified awards lists from approved institutions for Fall Term shall be October 15. From the certified award lists in the ACHE office on October 16, the anticipated number of grant recipients shall be calculated. Available funds shall be prorated and a Yearly Maximum Award Payment (YMAP) calculated, with the assumption that all eligible students reported shall be enrolled for the full school year. Students enrolled in a semester term shall receive one-half (1/2) of their YMAP. Students enrolled in a quarter term shall receive one-third (1/3) of their YMAP.

(2) Second semester or quarter certified award lists should be forwarded to ACHE by the approved institution as soon as the necessary information is available, but no later than March 15. For the second term, students enrolled in a semester term shall receive one-half (1/2) of their YMAP, and students enrolled in a quarter term shall receive one-third (1/3) of their YMAP.

(3) Third quarter certified award lists should be forwarded to ACHE by the approved institution as soon as the necessary information is available, but no later than May 15. For the third quarter, students shall receive one-third (1/3) of their YMAP.

~~(4) The deadline for receipt of certified award lists from approved institutions for summer term shall be July 1. From the certified award lists in the ACHE Office on July 2, the anticipated summer award shall be calculated from any funds available. Pro rata grants shall be awarded to all eligible students who did not receive maximum grant payments for two (2) semesters or three (3) quarters during the school year, and thus, did not previously receive the YMAP.~~

Author: Joseph T. Sutton; Timothy W. Vick
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.
History: Filed September 30, 1982. Amended: Filed, Effective.

NO CHANGES PROPOSED FOR 300-4-3-.06

300-4-3-.06 Refund Policies And Procedures. Funds are considered received by a student when the ASGP check is delivered to the student, or when the institution credits an ASGP payment to the student's account.

(a) If a student whose eligibility for a grant has been certified by an approved institution becomes ineligible for a grant before the expiration of the institutional tuition

refund period, the grant funds shall not be delivered to the student but shall be returned to the Alabama Student Grant Program.

(b) If a student becomes ineligible for a grant at an approved institution after funds are received by the student (following certification as eligible for an Alabama Student Grant Program award) prior to the end of the academic term and who is entitled to a refund in accordance with the institution's written refund policy, the student or the institution shall refund to the Alabama Student Grant Program any portion of the grant payment that exceeds the institution's direct charges to the student for the period of actual enrollment.

(c) Should a student drop below full-time enrollment to half-time status before the expiration of the institutional refund period (after being certified as full-time by the approved institution), the student shall receive one-half (1/2) of the YMAP for that term.

(d) If a student who drops below full-time enrollment to half-time status after funds are received by the student (following certification as full-time by the approved institution) and is entitled to a refund on reduced charges in accordance with the institution's written refund policy, the student or the institution shall refund to the Alabama Student Grant Program the difference between the amount of grants in full-time students as compared to half-time students for that particular term.

(e) Each refund payment to the Alabama Student Grant Program shall include:

1. The name of the approved institution involved;
2. The name and Social Security number of the student;
3. The action which necessitated the refund, and the date of that action;
4. The direct institutional charges to the student for the academic term involved;
5. The amount of the student's grant payment for that term; and
6. The amount of the refund due the Alabama Student Grant Program.

Authors: Joseph T. Sutton, Henry J. Hector

Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.

History: Filed September 30, 1982. Amended: Filed March 9, 1992.

NO CHANGES PROPOSED FOR 300-4-3-.07

300-4-3-.07 Review Procedures.

(1) The institutional review will enable the reviewer to express an opinion of the administrative controls and of the compliance aspects of the Alabama Student Grant Program at the approved institution.

(2) The primary objectives identified for the reviewer performing institutional reviews are:

(a) To determine whether the institution's reports present information accurately and in conformity with the Alabama Student Grant Program Regulations, and whether all reports are prepared on a consistent basis from one period to the next;

(b) To determine whether the institution has implemented, and is utilizing, reasonable procedures and internal controls for effectively discharging management responsibilities and for adequately protecting the state's interest;

(c) To review institutional records and report on areas of noncompliance; and

(d) Based upon the review, to provide constructive recommendations to the institution.

(3) The institution shall make all records and information relative to the Alabama Student Grant Program available to the reviewer.

(4) A written report shall be provided by the reviewer to the institution and shall include:

(a) Any findings of inaccuracies in institutional reports;

(b) Any inconsistencies in institutional reports;

(c) Conclusions regarding the adequacy of administrative controls;

(d) Any areas of noncompliance; and

(e) Recommendations for improvement.

(5) If the approved institution does not concur with all items in the written review report, a written appeal should be submitted to the executive director of ACHE.

(6) When an institutional review reveals sufficient problems pertaining to the Alabama Student Grant Program at an institution, the executive director of ACHE may:

(a) Impose a temporary suspension of grant payments to the approved institution;

(b) Suspend the institution from participation in the Program for an indefinite period of time;

(c) Demand payment of any Alabama Student Grant Program funds to a student or repayment of funds to the State of Alabama to remedy a violation of applicable laws, regulations, agreements, or operating procedures; or

(d) Refer any problems to the Attorney General of the State of Alabama for appropriate legal action.

(7) A suspended institution may request a hearing by the Commission. The institution shall be notified in writing of the time and place of such ACHE hearing.

(8) After such hearing, ACHE shall determine (at an official meeting of the Commission) whether to:

(a) Continue the suspension pending the receipt of any additional information the Commission may require;

(b) Continue the executive director's suspension subject to limitations or exceptions,

(c) Revoke or lift the suspension and restore the institution or academic program to full participation as authorized under the regulations;

(d) Terminate the institution's eligibility for an indefinite period of time;

(e) Demand payment of any Alabama Student Grant Program funds to a student or repayment of funds to the State of Alabama to remedy a violation of applicable laws, regulations, agreements, or operating procedures; or

(f) Take any other appropriate action the Commission deems necessary, including referral to the Attorney General of the State of Alabama for appropriate legal action.

Author: Joseph T. Sutton

Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.

History: Filed September 30, 1982.

NO CHANGES PROPOSED FOR 300-4-3-.08

300-4-3-.08 Maintenance Of Records.

(1) Each approved institution shall establish and maintain on a current basis adequate records which reflect all transactions with respect to program and fiscal activity as they relate to the administration of the Alabama Student Grant Program. The records must be maintained in such a manner as to identify all program and fiscal transactions separately from other institutional activities and funds.

(2) The records for any award period shall be retained for a period of five (5) years following the date of submission of the institutional award list, unless a longer retention period is necessitated because of program review or audit resolution problems. In the event an approved institution closes or otherwise ceases operation and fails to matriculate students, institutional ASGP records of the approved institution shall be forwarded to ACHE for retention.

(3) Forms must be used to gather data in a uniform manner from each applicant; such forms shall contain information relative to all eligibility criteria for an ASGP award. Fiscal records pertaining to the operation of the Alabama Student Grant Program at an approved institution must be maintained in a manner which provides a clear audit trail.

(4) The Executive Director of the Alabama Commission on Higher Education, or any of the Director's duly authorized representatives, will have access, for the purpose of review and examination, to Alabama Student Grant Program records and supporting documents maintained by the approved institution.

(5) The records involved in any claim or expenditure which has been questioned by program review or by state audit must be retained until resolution of any such review or audit questions.

Author: Joseph T. Sutton

Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.

History: Filed September 30, 1982

DECISION ITEM C-1: Central Alabama Community College, Associate in Applied Science and Certificate in Medical Assistant Technology (CIP 51.0801)

EXECUTIVE SUMMARY

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

Program Description/Objectives: The proposed Medical Assistant Technology program will prepare individuals, under the supervision of physicians, to provide medical office administrative services and perform clinical duties including patient intake and care, routine diagnostic and recording procedures, pre-examination and examination assistance, and the administration of medications and first aid. The program will include instruction in basic anatomy and physiology; medical terminology; medical law and ethics; patient psychology and communications; medical office procedures; and clinical diagnostic, examination, testing, and treatment procedures.

The approval of a Medical Assistant Technology Program at Central Alabama Community College will:

- Expand healthcare related offerings at Central Alabama Community College so that individuals have additional healthcare career options beyond nursing.
 - Nursing is the only health science program currently offered at Central Alabama Community College. Applicants unable to be admitted into the nursing program due to the lack of clinical sites frequently inquire regarding other healthcare options. The Medical Assistant Technology program will provide an attractive opportunity for such applicants.
- Prepare individuals for healthcare careers in physicians' offices, ambulatory clinics, long-term care facilities, and medical centers which will enhance the individual's quality of life.
 - Graduates of the Medical Assistant Technology program will be able to secure employment in a variety of healthcare facilities. The AAS curriculum will prepare graduates to function within both the medical office and clinical aspects of a medical assistant position.
- Positively impact the workforce by assisting to meet the needs of healthcare providers within Central Alabama Community College's service area.
 - Central Alabama Community College is strategically located in the central part of the State. Physician's offices serve as the primary employers of medical assistants and there are a multitude of physicians located within the College's service area. In addition to the physicians' offices located within the College's service area, there is a medical center located in Alexander City only minutes from the Alexander City campus, another medical center located in Sylacauga, which is approximately 10 miles from the Childersburg campus, and another medical center located in Talladega only minutes away from the Talladega Center. These medical centers will provide additional employment opportunities for graduates of the medical assistant technology program. Urgent care facilities located within the College's service area also utilize medical assistants.

Role: The proposed program is within the instructional role recognized for Central Alabama Community College (CEN).

Mode of Delivery: The program will be delivered in a traditional format.

Similar Programs: The following institutions have similar programs listed at CIP 51.0801 in the Academic Program Inventory: Chattahoochee Valley Community College (C/AAS); Drake State Community & Technical College (C/AAS); Enterprise State Community College (C/AAS); Northeast Alabama Community College (AAS); Northwest-Shoals Community College (AAS); Southern Union State Community College (C/AAS); Trenholm State Community College (C/AAS); Wallace State Community College (Dothan) (AAS); and Wallace State Community College (Hanceville) (AAS).

Collaboration: CEN plans to collaborate with other institutions within the Alabama Community College System that have similar medical assistant programs, if the proposed program is approved.

Licensure: Although licensure is not a requirement in Alabama to become a medical assistant, graduates of the program are able to obtain the following industry certifications: Certified Patient Care Technician (CPCT), Phlebotomy Technician (CPT), Certified Nursing Assistant (CAN), Certified EKG Technician (CET), Certified Medical Administrative Assistant (CMAA), Certified Medical Reimbursement Specialist Certification (CMRS), and Certified Medical Assistant (CMA).

Clinical Sites: According to CEN officials, potential clinical sites include: Mainstreet Urgent Care (Sylacauga and Alexander City), Russell Medical Center (Alexander City), Coosa Valley Medical Center (Sylacauga), Temple Medical Clinic (Alexander City), and Quality of Life Health Systems (Gadsden).

Resources: A total of \$412,288 in estimated new funds will be required to support the proposed program, and a total of \$605,737 will be available through internal reallocations and tuition.

Public Review: The program was posted on the Commission website from October 22 until November 12 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. According to the Alabama Department of Labor statistics, medical assistants are listed under the "Top 40 High Demand" occupations from 2014-2024 with a 2.19 percent average annual growth rate and 285 annual job openings.
2. According to the Occupational Outlook Handbook, the 2017 median pay for Medical Assistants was approximately \$32,481 a year or \$15.61 an hour.
3. According to CEN officials, in the fall 2017, twenty-nine applicants were initially placed on the waiting list for admission to the nursing program and in the fall 2016 twenty-six were initially placed on the waiting list. The proposed medical assistant technology program would provide an attractive option for applicants who are not accepted into the nursing program and for other individuals seeking a healthcare career outside of nursing.

DECISION ITEM C-1: Central Alabama Community College, Associate in Applied Science and Certificate in Medical Assistant Technology (CIP 51.0801)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

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

Implementation Date: The proposed program will be implemented January 2019. Based on Commission policy, the proposed program must be implemented by June 7, 2021 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 2020-21 will be at least 15, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.

Central Alabama Community College (CEN) 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, 2026.

Supporting Documentation:

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

4. Central Alabama Community College proposal, dated September 13, 2018. 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

Central Alabama Community College
 Associate in Applied Science and Certificate in
 Medical Assistant Technology

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY	51,826	53,644	55,463	57,281	59,100	60,918	62,736	400,968
LIBRARY	1000	500	500	500	1000	500	500	4500
FACILITIES	0	0	0	0	0	0	0	0
EQUIPMENT *	6820	0	0	0	0	0	0	6820
STAFF	0	0	0	0	0	0	0	0
ASSISTANTSHIPS	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0
TOTAL	59, 646	54,144	55,963	57,781	60,100	61,418	63,236	412,288
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	19,662	0	0	0	0	0	0	19,662
EXTRAMURAL	0	0	0	0	0	0	0	0
TUITION	39,984	72,114	79,611	86,275	96,628	103,292	108,171	586,075
TOTAL	59,646	72,114	79,611	86,275	96,628	103,292	108,171	605,737
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	8	10	15	17	18	18	14
PART TIME HEADCOUNT	Year 1 - No data reporting required	7	10	13	15	17	19	14
TOTAL HEADCOUNT	Year 1 - No data reporting required	15	20	28	32	35	47	30
NEW ENROLLMENT HEADCOUNT**	Year 1 - No data reporting required	12	14	14	16	16	18	15
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	6	14	17	25	28	38	21

Attachment 3

**Central Alabama Community College
 Associate in Applied Science and Certificate in
 Medical Assistant Technology**

FIRST SEMESTER		
COURSE #	COURSE NAME	CREDIT HOURS
BIO 201	Anatomy and Physiology I	4 hours
CIS 146	Microcomputer Applications	3 hours
MAT 111	Clinical Procedures I	3 hours
MAT 125	Lab Procedures I	3 hours
OAD 211	Medical Terminology	3 hours
SECOND SEMESTER		
BIO 202	Anatomy and Physiology II	4 hours
MAT 200	Management of Office Emergencies	2 hours
MAT 211	Clinical Procedures II	3 hours
MAT 215	Lab Procedures II	3 hours
PSY 200	General Psychology	3 hours
THIRD SEMESTER		
MAT 216	Pharmacology for the Medical Office	4 hours
MAT 218	EKG Technician	3 hours
MAT 239	Phlebotomy Preceptorship	3 hours
MTH 100	Intermediate College Algebra or higher-level math	3 hours
OAD 215	Health Information Management	3 hours
Eligible for Short-term Certificate Multi-Skilled Patient Care Technician and Phlebotomy		
FOURTH SEMESTER		
ENG 101	English Composition I	3 hours
MAT 229	Medical Assisting Practicum	3 hours
OAD 214	Medical Office Procedures	3 hours
OAD 216	Advanced Health Information Management	3 hours
PHL 206	Ethics and Society	3 hours
SPH 106 or SPH 107	Fundamental of Oral Communication or Fundamental of Public Speaking	3 hours
Eligible for Certificate Medical Assistant Technology , Short-term Certificate Administrative Medical Assistant, and AAS		
Total Credit Hours for AAS		65

Certificate

FIRST SEMESTER		
COURSE#	COURSE NAME	CREDIT HOURS
BIO 201	Anatomy and Physiology I	4 hours
CIS 146	Microcomputer Applications	3 hours
MAT 111	Clinical Procedures I	3 hours
MAT 125	Lab Procedures I	3 hours
OAD 211	Medical Terminology	3 hours
SECOND SEMESTER		
BIO 202	Anatomy and Physiology II	4 hours
MAT 200	Management of Office Emergencies	2 hours
MAT 211	Clinical Procedures II	3 hours
MAT 215	Lab Procedures II	3 hours
THIRD SEMESTER		
MAT 216	Pharmacology for the Medical Office	4 hours
MAT 218	EKG Technician	3 hours
MAT 239	Phlebotomy Preceptorship	3 hours
MTH 100	Intermediate College Algebra or higher-level math	3 hours
OAD 215	Health Information Management	3 hours
FOURTH SEMESTER		
ENG 101	English Composition I	3 hours
MAT 229	Medical Assisting Practicum	3 hours
OAD 214	Medical Office Procedures	3 hours
OAD 216	Advanced Health Information Management	3 hours
SPH 106 or SPH 107	Fundamental of Oral Communication or Fundamental of Public Speaking	3 hours
Total Credit Hours for Certificate		59

DECISION ITEM GAD-1: Gadsden State Community College, Associate in Applied Science in Dental Hygiene/Hygienist (CIP 51.0602)

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 Dental Hygiene program will prepare graduates to clean teeth, identify oral pathologies and injuries, apply preventive materials, provide oral health education and treatment counseling to patients, and manage dental hygiene practices. According to program officials, the following objectives will:

- Produce entry-level dental hygienists who are clinically competent, patient-oriented, and professional to meet the needs of a diverse community.
- Provide high quality, comprehensive training in an occupation that has an increasing growth rate in Workforce Region 2 of Alabama.
- Expand the number of high-demand, healthcare program offerings in east central Alabama.
- Serve as a resource of oral health knowledge and education for the healthcare community in the college's service area.

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

Mode of Delivery: According to the application, approximately 35 percent of general education courses will be offered online.

Similar Programs: Calhoun Community College and Wallace State Community College (Hanceville) have AAS programs located at CIP 51.0602 in the Academic Program Inventory.

Collaboration: According to GAD officials, there have been no collaborative efforts due to the distance between GAD and other colleges; however, collaboration could be achieved through online course offerings.

Licensure: Dental Hygienists must be certified by the state in order to practice. Students who successfully complete the proposed program will be eligible for state licensure through the Alabama Board of Dental Examiners. Students must achieve a score of 75 percent to pass the licensure exam. Hygienists have to work under licensed dentists. The college benchmark for first-time pass rates on this exam is 80 percent.

Clinical Sites: According to GAD officials, potential clinical sites for the proposed program include: Anniston Dental (Anniston, Al), Smith and Bailey, (Gadsden, Al), Riverbend Family Dental (Gadsden, Al), Mark McClendon (Centre, Al), and Pruitt and Eberhardt (Centre, Al).

Resources: A total of \$995,831 in estimated new funds will be required to support the proposed program. A total of \$995,831 will be available through internal reallocation, extramural funds and tuition.

Public Review: The program was posted on the Commission website from October 22 until November 12 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. GAD officials will seek accreditation through the Commission on Dental Accreditation (CODA) in order for its graduates to be employed nationwide.
2. Over the next 7 years, projected job openings indicate a total of 67 Dental Hygiene/Hygienist positions in GAD service area, and 700 job openings around the state.
3. According to the Occupational Outlook Handbook, the average annual salary for a Dental Hygienist is approximately \$44,972.

DECISION ITEM GAD-1: Gadsden State Community College, Associate in Applied Science in Dental Hygiene/Hygienist (CIP 51.0602)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science in Dental Hygiene/Hygienist.

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

Implementation Date: The proposed program will be implemented August 2019. Based on Commission policy, the proposed program must be implemented by June 7, 2021, 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 2020-21 will be at least 10, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. The information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program

Gadsden State Community College (GAD) 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, 2026.

- Supporting Documentation:
1. New Academic Degree Program Application Summary, attached.
 2. Summary of Background Information, attached.
 3. Curriculum for Proposed Program, attached.
 4. Gadsden State Community College proposal, dated September 13, 2018. 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

Gadsden State Community College
 AAS in Dental Hygiene/Hygienist (CIP 51.0602)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY	92,512	107,859	110,073	112,287	112,287	114,504	114,504	764,026
LIBRARY	3,500	1,500	1,500	1,500	1,500	1,500	1,500	1,2500
FACILITIES	30,000	0	0	0	0	0	0	30,000
EQUIPMENT	141,695	0	0	0	0	0	0	141,695
STAFF	0	0	0	0	0	0	0	0
ASSISTANTSHIPS	0	0	0	0	0	0	0	0
OTHER	23,790	3,970	3,970	3,970	3,970	3,970	3,970	47,610
TOTAL	291,497	113,329	115,543	117,757	117,757	119,974	119,974	995,831
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	33,097	12,581	14,795	17,009	17,009	19,226	19,226	132,943
EXTRAMURAL	193,000	3,470	3,470	3,470	3,470	3,470	3,470	213,820
TUITION	65,400	97,278	97,278	97,278	97,278	97,278	97,278	649,068
TOTAL	291,497	113,329	115,543	117,757	117,757	119,974	119,974	995,831
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	19	19	19	19	19	19	19
PART TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	19	19	19	19	19	19	19
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	10	10	10	10	10	10	10
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	8	8	8	8	8	8	8

ATTACHMENT 2

**Gadsden State Community College
 Associate in Applied Science in Dental Hygiene/Hygienist**

Program Requirements			
	Course #	Course Name	Sem. Hours
Semester 1	ORI 101	Orientation to College	1
	MTH 116	Mathematical Applications	3
	BIO 201	Human Anatomy and Physiology I	4
	BIO 220	Microbiology	4
Semester 2	DHY 110	Dental Hygiene Theory	2
	DHY 112	Pre-Clinical Dental Hygiene	3
	DHY 114	Dental Radiology	3
	DHY 116	Dental Anatomy, Histology, and Embryology	2
	DHY 118	Anatomy, Embryology, Histology of Head and Neck	2
	BIO 202	Human Anatomy and Physiology II	4
	Semester 3	DHY 120	Dental Materials
DHY 122		Clinical Dental Hygiene I	3
DHY 124		Dental Hygiene Theory II	2
DHY 126		Periodontology	2
DHY 128		Pharmacology	2
ENG 101		English Composition I	3
Semester 4		DHY 130	Biological Chemistry and Applied Nutrition
	DHY 132	Clinical Dental Hygiene II	2
	DHY 134	Dental Hygiene Theory III	1
	DHY 216	Dental Research	1
	PSY 200	General Psychology	3
	CHM 104	Introduction to Inorganic Chemistry	4
	Semester 5	DHY 210	General and Oral Pathology
DHY 212		Clinical Dental Hygiene III	4
DHY 214		Dental Hygiene Theory IV	1
DHY 217		Community Dental Health	1
SOC 200		Introduction to Sociology	3
DHY 218		Clinical Dental Hygiene IV	4
DHY 220		Dental Hygiene Theory V	1
HUM		Humanities Elective	3
SPH 106		Fundamentals of Oral Communication	3
Total Hours			

DECISION ITEM NWS-1: Northwest Shoals Community College, Associate in Applied Science in Radiologic Technology (CIP 51.0911)

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 Radiologic Technology program at Northwest Shoals Community College will prepare individuals, under the supervision of physicians, to provide medical imaging services to patients and attending health care professionals. Included in the instructional program will be applied anatomy and physiology, patient positioning, radiographic technique, radiation biology, safety and emergency procedures, equipment operation and maintenance, quality assurance, patient education, and medical imaging/radiologic services management.

Upon completion of the Radiological Technology program, graduates will be able to:

- Demonstrate the ability to evaluate and analyze didactic knowledge, and be able to apply the clinical expertise relative to their role as an entry-level radiologic technologist.
- Perform proper patient positioning skills in relation to the patient's condition and variables including technical factors.
- Apply critical thinking skills during medical emergencies.
- Demonstrate radiation protection methods.
- Demonstrate the appropriate and required personal behaviors and aptitude consistent with professional and employer standards, and expectations for an entry-level radiologic technologist.
- Demonstrate appropriate written and oral communication skills with patients and clinical staff.
- Perform appropriate procedures, and record anatomic, pathologic, and/or physiologic data for interpretation by a healthcare provider.
- Act in a professional and ethical manner.
- Value the process of life-long learning.

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

Mode of Delivery: Delivery strategies will primarily include the traditional didactic methods of instruction and discussion. Students will be engaged in laboratory experiences including skills, demonstrations, and simulations. Distance learning will not be utilized initially in the associate degree program; however, the post-primary medical imaging short-certificate will be delivered through distance learning.

Collaboration: According to the program proposal, there are six other community colleges within the Alabama Community College System that offer similar programs, but the closest to NWS's service area is 75 miles away. Therefore, the sharing of classrooms, labs, and clinical sites will not be an option at this time.

Similar Programs: Radiologic Technology programs are located at the following institutions: Gadsden State Community College (AAS); Jefferson State Community College (AAS); Southern Union State Community College (AAS); Trenholm State Community College (AAS); Wallace Community College (Dothan) (AAS) and Wallace State Community College (Hanceville) (AAS).

Licensure: The State of Alabama does not require licensure for Radiologic Technology technicians. Students will become Registered Radiological Technologists RT(R) following successful passage of the certifying examination of the American Registry of Radiologic Technologists.

Clinical Sites: According to officials at NWS, potential clinical sites for the proposed program include: North Alabama Medical Center (formerly ECM), ECM East (outpatient imaging center), Helen Keller Hospital, Keller Imaging, Shoals Hospital, Russellville Hospital, Open MRI (outpatient imaging center), North Mississippi Medical Center, Magnolia Medical Center, Decatur-Morgan Hospital, Crockett Hospital, and Luka Hospital.

Resources: A total of \$1,795,568 in estimated new funds will be required to support the proposed program, and a total of \$1,907,871 will be available through internal reallocations, extramural funds, and tuition.

Public Review: The program was posted on the Commission website from October 22 until November 12 for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. According to the program application, demand in the local area is strong and is projected to grow stronger. According to the Director of Imaging Services at Shoals Hospital in Muscle Shoals, radiologic services had to shut down three days a week during fall 2017 due to a lack of personnel.
2. Local demand for Radiologic Technology technicians will continue as a new hospital is currently under construction in Florence, Alabama that will replace Eliza Coffee Memorial Hospital. There will be an increased need for personnel to staff the new facility.
3. In addition to the new hospital, a regional cancer clinic has been approved to open in Florence as well. This new clinic will be a large facility with a need for qualified radiologic technicians to provide services associated with a large oncology center.

DECISION ITEM NWS-1: Northwest Shoals Community College, Associate in Applied Science in Radiologic Technology (CIP 51.0911)

Staff Presenter: Margaret Pearson
Academic Program Review Analyst

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

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

Implementation Date: The proposed program will be implemented August 2019. Based on Commission policy, the proposed program must be implemented by June 7, 2021, 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 2020-21 will be at least 7, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. The information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.

Northwest Shoals Community College will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Curriculum for Proposed Program, attached.
3. Northwest Shoals Community College proposal, dated June 6, 2018. 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
 Northwest Shoals Community College
 AAS in Radiologic Technology (CIP 51.0911)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	TOTAL
FACULTY*	\$156,276	\$162,159	\$163,167	\$168,695	\$169,806	\$175,447	\$176,672	\$1,172,222
LIBRARY	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$7,000
FACILITIES**	\$412,667	\$0	\$0	\$0	\$0	\$0	\$0	\$412,667
EQUIPMENT	\$173,679	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$203,679
TOTAL	\$743,622	\$168,159	\$169,167	\$174,695	\$175,806	\$181,447	\$182,672	\$1,795,568

*Includes salaries and benefits for 2 faculty members

**Shared facility cost with Diagnostic Medical Sonography

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	TOTAL
INTERNAL REALLOCATIONS	\$78,225	\$162,159	\$163,167	\$168,695	\$169,806	\$175,447	\$176,672	\$1,094,171
EXTRAMURAL	\$20,000	\$50,000	\$5,000	\$5,000	\$5,000	\$3,000	\$3,000	\$91,000
TUITION	\$87,600	\$87,600	\$109,500	\$109,500	\$109,500	\$109,500	\$109,500	\$722,700
TOTAL	\$185,825	\$299,759	\$277,667	\$283,195	\$284,306	\$287,947	\$289,172	\$1,907,871

ENROLLMENT PROJECTIONS

Note: "New Enrollment Headcount" is defined as unduplicated counts across years.

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	12	16	16	16	16	16	15
PART TIME HEADCOUNT	Year 1 - No data reporting required	4	6	6	6	6	6	6
TOTAL HEADCOUNT	Year 1 - No data reporting required	16	22	22	22	22	22	21
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	7	7	7	7	7	7	7

DEGREE COMPLETION PROJECTIONS

Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	6	7	8	8	8	8	7.5

Attachment 2
 Northwest Shoals Community College
 AAS in Radiologic Technology (51.0911)

	Course Number	Course Name	Semester Hours
Semester 1	MTH 100	Intermediate College Algebra or higher	3
	BIO 201	Human Anatomy and Physiology I	4
	RAD 111	Introduction to Radiography	2
	RAD 112	Radiographic Procedures I	4
	RAD 113	Patient Care	2
	RAD 114	Clinical Education I	2
Semester 2	BIO 202	Human Anatomy and Physiology II	4
	RAD 122	Radiographic Procedures II	4
	RAD 125	Imaging Equipment	3
	RAD 124	Clinical Education II	5
Semester 3	ENG 101	English Composition I	3
	RAD 135	Exposure Principles	3
	RAD 136	Radiation Protection and Biology	2
	RAD 134	Clinical Education III	5
Semester 4	ENG 102 or SPH 107	English Composition II or Fundamentals of Public Speaking	3
	PSY 200	General Psychology	3
	RAD 212	Image Evaluation and Pathology	2
	RAD 214	Clinical Education IV	8
Semester 5	RAD 227	Review Seminar	2
	RAD 224	Clinical Education V	8
	HUM	Humanities Elective	3
		Total Hours Required for Degree	75

DECISION ITEM NWS-2: Northwest Shoals Community College, Associate in Applied Science in Diagnostic Medical Sonography (CIP 51.0910)

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 objective of the proposed Diagnostic Medical Sonography program at Northwest Shoals is to prepare competent entry-level general sonographers in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains. Graduates of the program will be eligible to take the American Registry for Diagnostic Medical Sonography (ARDMS) examination.

The proposed program will prepare individuals, under the supervision of physicians, to utilize medical ultrasound techniques to gather sonographic data used to diagnose a variety of conditions and diseases. Included in the instructional program will be obtaining, reviewing, and integrating patient histories and data; patient instruction and care; anatomic, physiologic and pathologic data recording; sonographic data processing; sonography equipment operation; and professional standards and ethics.

Based on Student Learning Outcomes provided by Northwest Shoals, upon completion of the program graduates will be able to:

- Obtain, review, and integrate pertinent patient history and supporting clinical data to facilitate optimum diagnostic results.
- Perform appropriate procedures and record anatomic, pathologic, and/or physiologic data for interpretation by a healthcare provider.
- Record, analyze, and process diagnostic data and other pertinent observations made during the procedure for presentation to the interpreting healthcare provider.
- Exercise discretion and judgment in the performance of sonographic and/or other diagnostic services.
- Demonstrate appropriate communication skills with patients and colleagues.
- Act in a professional and ethical manner.
- Provide patient education related to medical ultrasound and/or other diagnostic vascular techniques, and promote principles of good health.

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

Mode of Delivery: Delivery strategies will primarily include the traditional didactic methods of lecture and discussion. Students will be engaged in laboratory experiences, including skills demonstrations and simulations. While distance learning will not be utilized initially, the College will explore opportunities to utilize instructional technology, including distance learning in the delivery of course content. The use of distance learning could open up avenues of further collaboration with other Alabama Community College System (ACCS) institutions.

Collaboration: According to the program proposal, there are five other community colleges within the ACCS that offer similar programs, but the closest to NWS's service area is 75 miles away. Therefore, the sharing of classrooms, labs, and clinical sites will not be an option at this time.

Similar Programs: Diagnostic Medical Sonography programs are located at the following institutions: Gadsden State Community College (AAS); Lawson State Community College (AAS); Lurleen B.

Wallace State Community College (AAS); Trenholm State Community College (AAS); and Wallace State Community College (Hanceville) (AAS).

Licensure: The State of Alabama does not require Diagnostic Medical Sonographers to obtain a license. Students interested in certification have to pass the American Registry of Diagnostic Medical Sonographers (ARDMS) certification exam. There are two paths to sit for the exam: (1) the individual must have a degree granted by a Commission on Accreditation of Allied Health Education Programs (CAAHEP) accredited program to satisfy the prerequisites for the exam; or (2) if an individual completed a program that is not accredited, they may still apply for the exam, but the person also has to provide documentation of one year of work experience in the field to qualify.

Clinical Sites: According to officials at NSW, potential clinical sites for the proposed program include: North Alabama Medical Center (formerly ECM), ECM East (outpatient imaging center), Helen Keller Hospital, Keller Imaging, Shoals Hospital, Russellville Hospital, Open MRI (outpatient imaging center), North Mississippi Medical Center, Magnolia Medical Center, Decatur-Morgan Hospital, Crockett Hospital, and Luka Hospital.

Resources: A total of \$1,954,747 in estimated new funds will be required to support the proposed program, and a total of \$2,076,871 will be available through internal reallocations, extramural funds, and tuition.

Public Review: The program was posted on the Commission website from October 22 until November 12 for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. Employment of diagnostic medical sonographers is projected to grow 17 percent from 2016 to 2026, much faster than the average for all occupations.
2. According to the application, a total of six (6) obstetrics and gynecology offices, three (3) cardiology offices, and one (1) vascular center are within a 10 miles radius of the campus which house over 25 healthcare providers.
3. In Northwest Alabama, demand for diagnostic medical sonographers is strong and is projected to grow. Currently, there are three hospitals within a 10-mile radius of the Muscle Shoals campus; one hospital also has an outpatient imaging center. An additional four hospitals are located within 50 miles of the Muscle Shoals campus. All these facilities utilize diagnostic medical sonographers.

DECISION ITEM NWS-2: Northwest Shoals Community College, Associate in Applied Science in Diagnostic Medical Sonography (CIP 51.0910)

Staff Presenter: Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Associate in Applied Science in Diagnostic Medical Sonography.

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

Implementation Date: The proposed program will be implemented August 2019. Based on Commission policy, the proposed program must be implemented by June 7, 2021, 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 beginning 2020-21 will be at least 7, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. The information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.

Northwest Shoals Community College will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

- Supporting Documentation:**
1. New Academic Degree Program Proposal Summary, attached.
 2. Curriculum for Proposed Program, attached.
 3. Northwest Shoals Community College proposal, dated June 6, 2018. 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
 Northwest Shoals Community College
 AAS in Diagnostic Medical Sonography (CIP 51.0910)

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY*	\$156,276	\$162,159	\$163,167	\$168,695	\$169,806	\$175,447	\$176,672	\$1,172,222
LIBRARY	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$7,000
FACILITIES**	\$564,850	\$0	\$0	\$0	\$0	\$0	\$0	\$564,850
EQUIPMENT	\$180,675	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$210,675
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$902,801	\$168,159	\$169,167	\$174,695	\$175,806	\$181,447	\$182,672	\$1,954,747

*Includes salaries and benefits

**Shared facility cost with Radiologic Technology

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	\$78,225	\$162,159	\$163,167	\$168,695	\$169,806	\$175,447	\$176,672	\$1,094,171
EXTRAMURAL	\$10,000	\$20,000	\$3,000	\$3,000	\$3,000	\$1,000	\$1,000	\$41,000
TUITION	\$87,600	\$87,600	\$153,300	\$153,300	\$153,300	\$153,300	\$153,300	\$941,700
TOTAL	\$175,825	\$269,759	\$319,467	\$324,995	\$326,106	\$329,747	\$330,972	\$2,076,871

ENROLLMENT PROJECTIONS

Note: "New Enrollment Headcount" is defined as unduplicated counts across years.

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	8	14	14	14	14	14	13
PART TIME HEADCOUNT	Year 1 - No data reporting required	4	6	6	6	6	6	6
TOTAL HEADCOUNT	Year 1 - No data reporting required	12	20	20	20	20	20	19
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	7	7	7	7	7	7	7

DEGREE COMPLETION PROJECTIONS

Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	6	7	8	8	8	8	7.5

Attachment 2

**Northwest Shoals Community College
 Associate in Applied Science in Diagnostic Medical Sonography**

	Course Number	Course Name	Semester Hours
	BIO 201	Human Anatomy and Physiology I	4
	ENG 101	English Composition I	3
	MTH 100	Intermediate College Algebra	3
	PHY 115	Technical Physics	4
	PSY 200	General Psychology	3
	SPH 107	Fundamentals of Public Speaking	3
	Humanities Elective	Choose from ART 100, MUS 101, PHI 106/206, REL 100/151/152, or SPA 101	3
Semester 1	DMS 216	Sonographic Principles and Instrumentation	3
	DMS 229	Sonography Preceptorship I	2
	DMS 202	Foundations of Sonography	2
	DMS 204	Sonographic Anatomy	3
	DMS 205	Abdominal Sonography	4
Semester 2	DMS 207	Abdominal Pathology	3
	DMS 217	Sonographic Principles and Instrumentation Lab	1
	DMS 220	Obstetrical Sonography I	3
	DMS 206	Gynecological Sonography	4
	DMS 230	Sonography Preceptorship II	3
	DMS 203	Sonographic Terms	2
Semester 3	DMS 240	Sonography Seminar I	2
	DMS 231	Sonography Preceptorship III	4
	DMS 225	Superficial Parts	1
	DMS 221	Obstetrical Sonography II	3
Semester 4	DMS 245	Sonography Case Presentation	1
	DMS 241	Sonography Seminar II	3
	DMS 232	Sonography Preceptorship IV	5
	DMS 250	Introduction to Advanced Sonography	3
		Total Hours Required for Degree	75

DECISION ITEM WSD-1: Wallace Community College (Dothan), Associate in Applied Science and Certificate in Surgical Technology (CIP 51.0909)

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: Surgical Technology is a program that prepares individuals, under the supervision of physicians and surgical nurses, to maintain, monitor, and enforce the sterile field, and adhere to aseptic techniques by preoperative, surgical team, and postoperative personnel. The proposed program includes instruction in instrument and equipment sterilization and handling; surgical supplies management; wound exposure and closure; surgical computer and robot operation and monitoring; maintenance of hemostasis; and patient and team scrubbing. The following overall objectives will be addressed:

- Expand opportunities for individuals to receive an A. A. S. degree or Certificate in the field of Surgical Technology.
- Increase the offerings of the institution's Health Sciences to provide additional options in the growing field of health care.
- Graduate knowledgeable and competent individuals, who are qualified for entry-level employment as credentialed surgical technologists.
- Provide potential employees to meet the employment needs of area healthcare facilities.

Role: The proposed program is within the instructional role recognized for Wallace Community College (Dothan) (WSD).

Mode of Delivery: The proposed program will be delivered in a traditional classroom format, including lecture, discussion, interactive application activities, learning laboratories, simulation experiences, and inter-professional activities. Clinical-based components will be included, and will involve rotations in area acute-care hospitals and surgical centers. While distance education and hybrid course delivery will not be involved initially, their utilization and inclusion may be considered at a later time.

Similar Programs: Coastal Alabama Community College; Calhoun Community College; and Southern Union State Community College all have Associate in Applied Science and Certificate programs in Surgical Technology at CIP 51.0909 in the Academic Program Inventory.

Collaboration: There are no plans to collaborate with other institutions at this time.

Licensure: Alabama does not require licensure or certification of surgical technologists for practice. Although licensure is not required for the proposed program, surgical technologists are nationally certified through the National Board of Surgical Technology and Surgical Assisting (NBSTSA). The recognized credential for a Certified Surgical Technologist (CST) may be used upon passing this national exam.

Clinical Sites: According to WSD officials, potential clinical sites include: Dale Medical Center, Dothan Surgery Center, Eye Center South, Flowers Hospital, Medical Center Enterprise, Southeast Alabama Medical Center, Surgery Center South, and Wiregrass Medical Center.

Resources: A total of \$1,723,224 in estimated new funds will be required to support the proposed program. A total of \$2,634,776 will be available through internal reallocation, extramural funds, and tuition.

Public Review: The program was posted on the Commission website from October 22 until November 12 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. WSD officials have received several letters of support from local area health facilities in support of the program which includes offering clinical space and job training for the proposed program.
2. According to Occupational Outlook data, the need for surgical technologists is expected to increase 12 percent nationwide, 7.5 percent in the State of Alabama, and 26 percent and 22 percent in the neighboring states of Florida and Georgia, respectively.
3. According to Occupational Outlook data, the 2017 median pay for Surgical Technologists is \$46,310 per year or \$22.26 per hour.

DECISION ITEM WSD-1: Wallace Community College (Dothan), Associate in Applied Science and Certificate in Surgical Technology (CIP 51.0909)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

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

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

Implementation Date: The proposed program will be implemented August 2019. Based on Commission policy, the proposed program must be implemented by June 7, 2021, 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 2020-21 will be at least 15, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.

Wallace Community College (Dothan) (WSD) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

Supporting Documentation:

1. New Academic Degree Program Application Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Wallace Community College (Dothan) proposal, dated September 13, 2018. 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

Wallace Community College (Dothan)
 Associate in Applied Science and Certificate in
 Surgical Technology

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY	\$183,445	\$126,377	\$133,875	\$137,222	\$142,715	\$148,423	\$154,359	\$1,026,416
FACILITIES	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
EQUIPMENT	\$443,000	\$30,000	\$15,000	\$15,000	\$10,000	\$10,000	\$10,000	\$533,000
STAFF	\$15,688	\$10,650	\$11,000	\$11,650	\$12,116	\$12,600	\$13,104	\$86,808
ACCREDITATION	\$6,000	\$3,000	\$3,000	\$3,500	\$3,500	\$4,000	\$4,000	\$27,000
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$698,133	\$170,027	\$162,875	\$167,372	\$168,331	\$175,023	\$181,463	\$1,723,224
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	\$100,688	\$149,650	\$156,625	\$160,922	\$167,000	\$172,845	\$178,895	\$1,086,625
EXTRAMURAL	\$581,339	\$30,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$691,339
TUITION	\$54,450	\$83,025	\$138,015	\$140,625	\$144,000	\$146,880	\$149,817	\$856,812
TOTAL	\$736,477	\$262,675	\$294,640	\$321,547	\$331,000	\$339,725	\$348,712	\$2,634,776
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	8	16	16	16	12	24	15
PART TIME HEADCOUNT	Year 1 - No data reporting required	7	16	16	16	11	23	15
TOTAL HEADCOUNT	Year 1 - No data reporting required	15	32	32	32	23	25	30
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	12	14	14	16	16	18	15
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	6	14	17	25	28	38	21

ATTACHMENT 2

**Wallace Community College (Dothan)
 Associate in Applied Science and Certificate in
 Surgical Technology**

	Course #	Course Name	Sem. Hours
Semester 1			
	BIO201	Anatomy and Physiology I	4
	ENG101	English Composition I	3
	HPS105	Medical Terminology	3
	SUR101	Intro to Surgical Technology	3
	SUR102	Applied Surgical Technology	4
			17 sh
Semester 2			
	BIO202	Anatomy and Physiology II	4
	MTH100 or higher	Intermediate College Algebra	3
	SUR103	Surgical Procedures	5
	SUR108	Pharmacology for the Surgical Technologist	2
			14 sh
Semester 3			
	CIS146	Microcomputer Applications	3
	PSY200	General Psychology	3
	SUR104	Surgical Practicum I	4
	SUR107	Surgical Anatomy and Pathophysiology	3
			13 sh
Semester 4			
	PSY210	Human Growth and Development	3
	SUR105	Surgical Practicum II	5
	SUR203	Surgical Procedures II	1
	SPH107	Public Speaking	3
			12 sh
Semester 5			
		Humanities/Fine Arts Elective	3
	SUR106	Role Transition for the Surgical Technologist	1
	SUR204	Surgical Practicum III	4
	SUR205	Surgical Practicum IV	5
			13 sh
		<i>Eligible for A.A.S. in Surgical Technology</i>	
		Total Hours Required for Degree	69

	Course #	Course Name	Sem. Hours
Semester 1			
	BIO201	Anatomy and Physiology I	4
	ENG101	English Composition I	3
	HPS105	Medical Terminology	3
	SUR101	Intro to Surgical Technology	3
	SUR102	Applied Surgical Technology	4
			17 sh
Semester 2			
	BIO202	Anatomy and Physiology II	4
	MTH100 or higher	Intermediate College Algebra or higher	3
	SUR103	Surgical Procedures	5
	SUR108	Pharmacology for the Surgical Technologist	2
			14 sh
Semester 3			
	CIS146	Microcomputer Applications	3
	SUR104	Surgical Practicum I	4
	SUR107	Surgical Anatomy and Pathophysiology	3
			10 sh
Semester 4			
	SUR105	Surgical Practicum II	5
	SUR203	Surgical Procedures II	1
	SPH107	Public Speaking	3
			9 sh
Semester 5			
	SUR106	Role Transition for the Surgical Technologist	1
	SUR204	Surgical Practicum III	4
	SUR205	Surgical Practicum IV	5
			10 sh
		<i>Eligible for Certificate in Surgical Technology</i>	
		Total Hours Required for Certificate	60

DECISION ITEM AU-1: Auburn University, Bachelor of Science in Wildlife Enterprise Management (CIP 03.0207)

EXECUTIVE SUMMARY

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

Program Description: The proposed degree program will prepare students for employment in recreational service industries involving wildlife, whether consumptive (hunting, fishing) or non-consumptive (bird watching, hiking). The curriculum for this degree program will be cross-disciplinary, leading to broad understanding of applied wildlife management and conservation techniques coupled with business management practices. Program graduates will meet an international need for knowledgeable employees capable of managing not only natural resources (wildlife and fish), but also the business of an enterprise focused on outdoor recreation. The program will be consistent with Auburn University's land-grant mission and strategic priorities.

Role: The program is within the instructional role recognized by the Commission for Auburn University (AU).

Mode of Delivery: According to the proposal, approximately 10 percent of the program will be offered online. Many required courses in the program involve hands-on, product-and field-based laboratories not suitable for distance education, especially the required courses in Wildlife and those in Hospitality, and some core curriculum courses.

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

Collaboration: No plans for formal collaboration with other institutions are being considered at this time.

Resources: The proposal stated that the program will require \$2,922,217 in estimated new funds over the first seven years. A total of \$5,009,386 through internal reallocations and tuition will be available over that period.

Public Review: The program was posted on the Commission website from October 22 until November 12 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The eight tenure-track wildlife faculty of Auburn's School of Forestry and Wildlife Sciences has a strong research program in Wildlife Management and Ecology, with close ties to the network of local, regional and international industries and individuals associated with wildlife and fisheries.
2. Employment opportunities for graduates of this program will be in outdoor recreation or nature-based tourism, management of outdoor recreation facilities (nonprofit and for-profit), marketing, hunting, fishing, and other natural resource related enterprises.

DECISION ITEM AU-1: Auburn University, Bachelor of Science Wildlife Enterprise Management (CIP 03.0207)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Wildlife Enterprise Management.

Implementation Date: The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by June 7, 2021, 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 2020-21 will be at least 19 based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2025-26 (six-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.

Auburn University will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Auburn University program proposal, received September 13, 2018. 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.

ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, December 7, 2018

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION:	Auburn University							
PROGRAM:	BS, Wildlife Enterprise Management							
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY	\$70,323	\$72,433	\$74,606	\$76,844	\$79,150	\$81,524	\$83,970	\$538,850
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$55,783	\$130,564	\$221,046	\$352,538	\$430,067	\$581,586	\$611,783	\$2,383,367
TOTAL	\$126,106	\$202,997	\$295,652	\$429,382	\$509,217	\$663,110	\$695,753	\$2,922,217
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	\$20,524	\$0	\$0	\$0	\$0	\$0	\$0	\$20,524
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$105,582	\$265,093	\$458,020	\$738,433	\$903,587	\$1,226,790	\$1,291,358	\$4,988,862
TOTAL	\$126,106	\$265,093	\$458,020	\$738,433	\$903,587	\$1,226,790	\$1,291,358	\$5,009,386
ENROLLMENT PROJECTIONS								
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	25	43	69	84	114	120	75.8
PART TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	25	43	69	84	114	120	75.8
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	15	17	22	25	20	16	19.2
DEGREE COMPLETION PROJECTIONS								
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 No data reporting required	0	5	15	20	20	20	13.3

Attachment 2

Summary of Background Information

Bachelor of Science in Wildlife Enterprise Management

Role: The program is within the instructional role recognized by the Commission for Auburn University (AU).

Program Description: This degree program will prepare students for employment in recreational service industries involving wildlife, whether consumptive (hunting, fishing) or non-consumptive (bird watching, hiking). The curriculum for this degree program will be cross-disciplinary, leading to broad understanding of applied wildlife management and conservation techniques coupled with business management practices. Program graduates will meet an international need for knowledgeable employees capable of managing not only natural resources (wildlife and fish), but also the business of an enterprise focused on outdoor recreation. The program will be consistent with Auburn University's land-grant mission and strategic priorities. Based on the student learning outcomes of the program, graduates will be able to:

- 1) Identify and apply basic principles of wildlife management in consumptive-use enterprises.
- 2) Describe and interpret the ecological principles that lie at the foundation of conservation biology and eco-tourism.
- 3) Demonstrate base-line skills in customer service, food and beverage production, lodging, and law.
- 4) Demonstrate basic knowledge of the accounting, financial, and other business principles required to manage a small business.
- 5) Design effective marketing and advertising programs for a wildlife or outdoor enterprise.

Administration: The program will be administered by the School of Forestry and Wildlife Sciences, Janaki Alavalapati, Dean.

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

Accreditation: Currently, there is no recognized accreditation agency for programs in Wildlife Enterprise Management.

Curriculum: The following new courses will be added to the proposed program: WILD 1200 Hunting and Fishing in the World; WILD 3600 Wildlife Enterprise Field Techniques; WILD 2400 Sporting Firearms and Archery; WILD 3500 Outdoor Safety and Liability; and WILD 4500 Advanced Wildlife Enterprise Management.

Program Completion Requirements:

Credit hours required in major courses	32
Credit hours required in minor	15
Credit hours in institutional general education or core curriculum	38
Credit hours required in support courses	22
Credit hours in required or free electives	13
Total credit hours required for completion	120

Collaboration: No plans for formal collaboration with other institutions are being considered at this time.

Distance Education: According to the proposal, approximately 10 percent of the program will be offered online. Many required courses in the program involve hands-on, product-and field-based laboratories not suitable for distance education, especially the required courses in Wildlife and those in Hospitality, and some core curriculum courses.

Admissions: The program has no special admission requirements.

Need: Hunting, fishing, wildlife watching, and other outdoor recreation activities account for about \$4 billion annually and 42,000 jobs in the State of Alabama alone. Throughout the country there are thousands of small, medium, and large enterprises in both the public and private sectors engaged in these activities. A workforce is needed with multidisciplinary knowledge and skills relating to wildlife management, business, and hospitality and customer relations to support and expand these enterprises.

No other BS degree programs in Wildlife Enterprise Management are offered in Alabama. Currently, two institutions have concentrations or minors that involve outdoor recreation, a nature-based recreation minor at Auburn and a minor in Natural Resource Management at the University of Alabama.

Student Demand: Demand for the proposed program was based on the following sources of information. First, there is currently strong support from alumni of Auburn's School of Forestry and Wildlife Sciences and from the wildlife industry in general to offer internships to students enrolling in the proposed program and to hire its graduates. Simply, they cannot locate qualified employees as there is currently no degree program in the state that offers both wildlife management and business skills. Employers can find employees with one of the two skill sets, but not both, and are set back with each new hire as they have to train them in-house. Second, similar programs elsewhere in the nation provide benchmarks for likely enrollment in this program. In 2010, Kansas State University initiated a bachelor's degree in Wildlife & Hospitality, the first such program in the nation. Within 5 years, enrollment in that program increased from 5 to 30 plus students per incoming class.

Faculty/Staff:

Current Primary Faculty—

Full-time: 8

Part-time: 0

Current Support Faculty—

Full-time: 1

Part-time: 0

Additional faculty to be hired:

Primary Faculty—

Full-time: 1

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Equipment: No additional equipment will be needed for the program.

Facilities: No new facilities will be required.

Library: A member of the Association of Research Libraries, the AU library is fully staffed with library faculty and staff, including collections and librarians, to support faculty research and educational programs to the doctoral level in Wildlife Science. The combined collections contain over 3 million volumes as well as 2.6 million government documents, 2.5 million microforms, and over 148,000 maps. The Libraries receive over 35,000 current periodicals,

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many which are available online. The library also provides access to over 227 electronic databases and has over 10 million archival and manuscript items.

Program Budget: The proposal stated that the program will require \$2,922,217 in estimated new funds over the first seven years. A total of \$5,009,386 through internal reallocations and tuition will be available over that period.

Attachment 3

**Curriculum Model
 Bachelor of Science in Wildlife Enterprise Management**

First Year	29
ENGL 1 100 English Composition I	3
ENGL 1 1 10 English Composition II	3
MATH 1 150 Pre-Calculus & Trigonometry or Higher	4
BIOL 1020/1021 Principles of Biology I & Lab	4
BIOL 1030/1031 Principles of Biology II & Lab	4
WILD 1200 Hunting and Fishing in the World	3
WILD 2050 Wildlife Conservation History and Law	3
NTRI 2000 Nutrition and Health	3
HOSP 1010 Introduction to Hospitality Management	2
Second Year	30
BIOL 3060 Ecology	4
BIOL 3030 Evolution and Systematics	3
HOSP 2400 Food Production in Hospitality	4
HOSP 2500 Lodging Operations	2
WILD 3280 Principles of Wildlife Management	3
Core History	3
ECON 2020 Principles of Microeconomics	3
FISH 2020 Global and Regional Perspectives in Fisheries	2
PHIL 1040 Business Ethics	3
Third Year	30
ACCT 2810 Fundamentals of Accounting	3
MKTG 3310 Principles of Marketing	3
MNGT 3100 Principles of Management	3
FINC 3810 Foundations of Business Finance	3
WILD 3600 Wildlife Enterprise Field Techniques	3
WILD 2400 Sporting Firearms and Archery	2
WILD 3500 Outdoor Safety and Liability	
Restricted Elective (see list below)	3
Core Fine Arts	3
Core Literature	3
Core History or Social Science	3
Fourth Year	31
WILD 5280 Avian Ecology and Management	2
WILD 5290 Mammalian Ecology and Management	2
WILD 4500 Advanced Wildlife Enterprise Management	3
Restricted Electives (see list below)	9
HRMN 3420 Human Resources Management	3
HOSP 4300 Food and Beverage Management	3
COMM 1000 Public Speaking	3

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Core Social Science	6
CADS 3940 (Philanthropy emphasis), HUSC 2000, CADS 5700, POLI 5380, POLI 5150t COMM 2400, COMM 3100, ENGL 3040, PRCM 2400, Foreign Language	
TOTAL	120

DECISION ITEM AU-2: Auburn University, Bachelor of Science in Biological and Agricultural Technology Management (CIP 01.0106)

EXECUTIVE SUMMARY

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

Program Description: The main goal of the proposed program is to produce graduates who will apply technology to solve problems in agricultural and biological systems, develop solutions to challenges faced by farmers, and manage the increasingly complex food and agricultural systems of the 21st century.

Role: The program is within the instructional role recognized by the Commission for Auburn University (AU).

Mode of Delivery: This degree will be traditional lecture and laboratory courses on the AU campus. However, some of the required courses may fall under the "flipped classroom" pedagogy of instruction that focuses on experimental and inquiry-based learning.

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

Collaboration: Collaboration with other institutions is not anticipated at this time.

Resources: The proposal stated that the program will require \$1,810,923 in estimated new funds over the first seven years. A total of \$2,195,521 through internal reallocations and tuition will be available over that period.

Public Review: The program was posted on the Commission website from October 22 until November 12 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. Auburn University's College of Agriculture, including the Department of Biosystems Engineering, has been addressing issues in agricultural systems for over 100 years.
2. Faculty in the Department of Biosystems Engineering train students to manage the systems and technologies needed to produce, transport, store and use natural resources to meet humanity's most fundamental needs such as safe and abundant food, clean water, fiber, and renewable sources of fuel.
3. There are no parallel programs in the state at this time.

DECISION ITEM AU-2: Auburn University, Bachelor of Science in Biological and Agricultural Technology Management (CIP 01.0106)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Biological and Agricultural Technology Management.

Implementation Date: The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by June 7, 2021, 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 2020-21 through 2025-26 will be at least 12 based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.

Auburn University will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Auburn University program proposal, received September 13, 2018. 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.

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NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION:	Auburn University							
PROGRAM:	Bachelor of Science in Biological and Agricultural Technology Management (CIP 01.0106)							
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY	\$107,637	\$110,866	\$114,192	\$117,618	\$121,146	\$124,781	\$128,524	\$824,765
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$58,712	\$84,049	\$134,703	\$186,004	\$261,319	\$261,371	\$986,158
TOTAL	\$107,637	\$169,578	\$198,241	\$252,321	\$307,150	\$386,100	\$389,895	\$1,810,923
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	\$107,637	\$63,541	\$38,466	\$0	\$0	\$0	\$0	\$209,644
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$0	\$106,037	\$159,775	\$267,548	\$376,494	\$537,957	\$538,066	\$1,985,877
TOTAL	\$107,637	\$169,578	\$198,241	\$267,548	\$376,494	\$537,957	\$538,066	\$2,195,521
ENROLLMENT PROJECTIONS								
Note: "New Enrollment Headcount" is defined as unduplicated counts across years,								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	10	15	25	35	50	50	30.0
PART TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0.0
TOTAL HEADCOUNT	Year 1 - No data reporting required	10	15	25	35	50	50	30.0
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	10	10	10	10	15	15	11.7
DEGREE COMPLETION PROJECTIONS								
Note: Do not count Lead "0"s and Lead "0" years in computing the degree completions projections average.								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	2	6	10	12	15	15	10.0

Attachment 2

Summary of Background Information

Bachelor of Science in Biological and Agricultural Technology Management

Role: The program is within the instructional role recognized by the Commission for Auburn University (AU).

Program Description: The main goal of the proposed program is to produce graduates who will apply technology to solve problems in agricultural and biological systems, develop solutions to challenges faced by farmers, and manage the increasingly complex food and agricultural systems of the 21st century. According to the following student learning outcomes, students will demonstrate the ability to:

1. Apply knowledge of mathematics, science, technology and applied sciences to technology problems that require the application of principles and applied procedures or methodologies;
2. Conduct standard tests and measurements, conduct experiments, and analyze and interpret data;
3. Identify and develop solutions to applied science and technology problems and explain the impact of technology solutions in societal, environmental, and global contexts;
4. Function effectively as a member or leader on a technical team'
5. Communicate effectively in technical and non-technical environments;
6. Understand the need for and engage in self-directed continuing professional development and understand professional and ethical responsibilities;
7. Select and apply knowledge, techniques, skills and modern tools to broadly defined technology activities in agriculture and other related industries.

Administration: The program will be administered by the College of Agriculture, Paul Patterson, Dean; and the Department of Bio-systems Engineering, Oladiran Fasina, Chair.

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

Accreditation: Two accrediting bodies recognized by CHEA accredit engineering or engineering technology programs, ABET and the Association of Technology, Management, and Applied Engineering (ATMAE). Neither of these accrediting bodies is recognized by the US Department of Education. Therefore, Auburn does not plan at this time to seek programmatic accreditation for the proposed BS in Biological and Agricultural Technology Management. The Department of Biosystems Engineering at Auburn University has experience with ABET accreditation of its BS in Biosystems Engineering and therefore will be able to navigate accreditation requirements if the need arises in the future.

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

BATM 1110 Creative Problem Solving in Technology-- 3 hrs
BATM 2110 Solving Technology Problems—3hrs
BATM 5110 Agri-Industrial Electrical Applications--- 3hrs
BATM 5120 Agri-Industrial Electronics Controls--- 3hrs
BATM 4100 Professional Practice in Technology Mngt – 3hrs
BATM 4110 Technology Capstone—3hrs

Program Completion Requirements:	
Credit hours required in major courses	30
Credit hours required in minor	0
Credit hours in institutional general education or core curriculum	42
Credit hours required in support courses	34
Credit hours in required or free electives	15
Total credit hours required for completion	121

Collaboration: According to the proposal, collaboration with other institutions is not anticipated at this time.

Distance Education: The program will be delivered through face-to-face on-campus instruction involving lectures and laboratories. The hands-on aspects of many labs make online/distance delivery not equivalent to the on-campus instruction

Admissions: The program has no special admission requirements.

Need: The use of technologies and sensors in agricultural, forestry and related industries is increasing in Alabama and across the southeast. To support technological advances in these industries, both the advisory council for Auburn's College of Agriculture and other agricultural industry representatives have expressed a need for the proposed BS in Biological and Agricultural Technology Management. These industries provide Alabamians with high quality food, feed, fiber, and water. In the future, they will need to provide those essentials of life in a sustainable manner and with reduced resource use. These industries have significant impacts on Alabama's economy in output (\$70.4 billion accounting for almost 40% of Alabama GDP) and in value addition (\$30.8 billion).

Student Demand: Students will be recruited directly into the proposed program through AU recruiting programs and the College of Agriculture. In addition, internal transfers from the Samuel Ginn College of Engineering are also expected to be a source of student enrollment in the proposed program. Currently, about 40 percent of AU students who begin collegiate study in engineering complete a degree in some other field. Many of these students discover that they are more interested in technology management than in engineering. The proposed program will provide these students with a major that is related to engineering, but focuses on technology management, thereby contributing to the pipeline of producing U.S. STEM graduates for the future technology-based bioeconomy.

Faculty/Staff:

Current Primary Faculty—

 Full-time: 4

 Part-time: 0

Current Support Faculty—

 Full-time: 2

 Part-time: 0

Additional faculty to be hired:

Primary Faculty—

 Full-time: 1

 Part-time: 0

Support Faculty—

 Full-time: 0

 Part-time: 0

Equipment: No additional equipment will be needed for the program.

Facilities: No new facilities will be required.

Library: A member of the Association of Research Libraries, the AU library is fully staffed with library faculty and staff, including collections and librarians to support faculty research and educational programs to the doctoral level in each of the areas—agriculture, business, and engineering—covered by the proposed BS in Biological and Agricultural Technology Management.

Program Budget: The proposal stated that the program will require \$1,810,923 in estimated new funds over the first seven years. A total of \$2,195,521 through internal reallocations and tuition will be available over that period.

Attachment 3

**Curriculum Model
 Bachelor of Science in Biological and Agricultural Technology Management**

FRESHMAN YEAR				
MATH 1610 Calculus I	4		CHEM 1010/1011 Survey of Chem. I & Lab	4
Tech & Civ. I or World History I	3		Tech & Civ. 2 or World History 2	3
ENGL 1 IOO English Composition 1	3		ENGL 1120 English Composition II	3
Fine Arts core (ENVD 2040)	3		COMM 1000 Public Speaking	3
AGRIC/ANSC/FDSC/FISH 1000	2		BATM 1110 Creative Problem Solving in Technol.	3
	15			16
SOPHOMORE YEAR				
CHEM 10120/1021 Survey of Chem. I & Lab	4		BIOL 1020/1021 Principles of Biology	4
PHYS 1500 General Physics 1	4		STAT 2510/2610 Statistics or BIJAL 2600	3
ECON 2020 Microeconomics	3		AGEC 3010 Agribusiness Marketing	3
BATM2110 Solving Technology Problems	3		ACCT 2810 Principles of Accounting	3
			BATM 3510 Ag. Power & Machinery Fundamentals	3
	14			16
JUNIOR YEAR				
AGEC 4000 Principles of Agribusiness Management	3		AGEC 4070 Agribusiness Law	3
BUAL 2650 Business Analytics	3		BUAL 5650 Big Data 1	3
BSEN 5550 Principles of Food Engineering Tech	4		BATM 5110 Agri-Industrial Electrical publications	3
BATM 3500 Natural Resources Sys Conservation	3		ENGL 3040 Technical Writing	3
Technical Elective I	3		Technical Elective 2	3
	16			15
SENIOR YEAR				
Literature Core	3		Social Science Core	3
BATM 5120 Agri-Industrial Electronics Controls	3		PHIL 1020/1030/1040 Ethics	3
BATM 3530 Ag. Production & Process Fac. Tech	3		BATM 4110 Technology Capstone	3
BATM 4100 Professional Practice in Tech Mngmt.	2		Technical Elective 4	3
Technical Elective 3	3		Technical Elective 5	3
			UNIV 4AAO ENI Under grad Graduation	
	14			15

Total Hours

121

DECISION ITEM AU-3: Auburn University, Bachelor of Science in Philanthropy and Nonprofit Studies (CIP 19.0707)

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: According university officials, the proposed program in Philanthropy and Nonprofit Studies program will be consistent with Auburn University's mission and strategic priorities, goals and commitments. As stated in its mission, Auburn University, will emphasize a broad and superior undergraduate education that imparts the knowledge, skills and values so essential to education and responsible citizens. Students who complete the proposed program will be equipped and competitive in careers and involvement in the philanthropic and nonprofit sector. Employment opportunities could include program directors for Non-Governmental Organizations, program officers for corporate and/or private foundations, fundraisers and grant writers.

Role: The program is within the instructional role recognized by the Commission for Auburn University (AU).

Mode of Delivery: Approximately 10 percent of the program will be offered online. The program will largely be delivered through traditional face-to-face on-campus instruction.

Similar Programs: There are no similar programs listed at CIP 19.0707 in the Academic Program Inventory.

Collaboration: No plans for formal collaboration have been sought at this time.

Resources: The proposal stated that the program will require \$2,970,161 in estimated new funds over the first seven years. A total of \$3,088,257 through internal reallocations and tuition will be available over that period.

Public Review: The program was posted on the Commission website from October 22 until November 12 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. Auburn's College of Human Sciences is home to the Cary Center for the Advancement of Philanthropy and Nonprofit Studies. The programming offered through the center will provide partnership opportunities for students selecting the proposed degree program.
2. The Women's Philanthropy Board, organized through Auburn's College of Human Sciences, offers supportive educational programs and activities to enhance the Philanthropy and Nonprofit degree program. The board currently has more than 150 members.

DECISION ITEM AU-3: Auburn University, Bachelor of Science in Philanthropy and Nonprofit Studies (CIP 19.0707)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Philanthropy and Nonprofit Studies.

Implementation Date: The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by June 7, 2021, 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 2020-21 will be at least 18 based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2025-26 (six-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.

Auburn University will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Auburn University program proposal, received September 13, 2018. 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								
<i>INSTITUTION:</i>		Auburn University						
<i>PROGRAM:</i>		BS, Philanthropy and Nonprofit Studies						
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY	\$105,536	\$217,403	\$223,925	\$230,643	\$237,562	\$244,689	\$252,030	\$1,511,788
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$20,000	\$20,600	\$21,218	\$21,855	\$22,510	\$23,185	\$23,881	\$153,249
OTHER	\$22,990	\$53,717	\$122,236	\$183,183	\$245,012	\$311,013	\$366,973	\$1,305,124
TOTAL	\$148,526	\$291,720	\$367,379	\$435,681	\$505,084	\$578,887	\$642,844	\$2,970,161
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	\$128,133	\$207,906	\$155,664	\$94,846	\$33,783	\$0	\$0	\$620,332
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$20,393	\$83,814	\$211,715	\$340,835	\$471,301	\$610,882	\$728,985	\$2,467,925
TOTAL	\$148,526	\$291,720	\$367,379	\$435,681	\$505,084	\$610,882	\$728,985	\$3,088,257
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	9	21	33	45	58	69	39.2
PART TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0.0
TOTAL HEADCOUNT	Year 1 - No data reporting required	9	21	33	45	58	69	39.2
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	6	12	16	20	25	28	17.8
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	4	8	12	17	22	10.5

Attachment 2

Summary of Background Information

Bachelor of Science in Philanthropy and Nonprofit Studies

Role: The program is within the instructional role recognized by the Commission for Auburn University (AU).

Program Description: According university officials, the proposed program in Philanthropy and Nonprofit Studies program will be consistent with Auburn University's mission and strategic priorities, goals and commitments. As stated in its mission, Auburn University, will emphasize a broad and superior undergraduate education that imparts the knowledge, skills and values so essential to education and responsible citizens. Students who complete the proposed program will be equipped and competitive in careers and involvement in the philanthropic and nonprofit sector. Employment opportunities could include program directors for Non-Governmental Organizations, program officers for corporate and/or private foundations, fundraisers and grant writers. Program graduates will be able to:

- Explain the components of sustainable personal financial responsibility beginning in college;
- Develop a personal/family financial plan incorporating philanthropy,
- Delineate a nonprofit organization's mission, vision, goals, organizational structure, operating policies, scope of influence, and impact,
- Demonstrate the knowledge and skills to develop careers in the professional realms of personal financial planning/wealth management and philanthropic nonprofit organizations.

Administration: The program will be administered by the College of Human Sciences, June Henton, Dean; and the Department of Bio-systems Engineering, Oladiran Fasina, Chair.

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

Accreditation: There are no recognized accrediting agencies for programs of this type.

Curriculum: Program Completion Requirements:

Credit hours required in major courses	41
Credit hours required in minor	15
Credit hours in institutional general education or core curriculum	41
Credit hours required in support courses	23
Credit hours in required or free electives	0
Total credit hours required for completion	120

Collaboration: No plans for formal collaboration have been sought at this time.

Distance Education: Approximately 10 percent of the program will be offered online. The program will largely be delivered through traditional face-to-face on-campus instruction.

Admissions: The program has no special admission requirements.

Need: Graduates of Auburn's baccalaureate program in Philanthropy and Nonprofit Studies will help fill a state need for individuals who can support well-informed charitable giving and well-managed nonprofit enterprises. According to the 2016 Almanac of American Philanthropy, Alabamians are among the most generous people in the country. In fact, Alabama ranks 3rd in America as being a generous state as measured as percentage of a resident's income that went toward charities. This is an especially impressive fact considering that philanthropic giving in the United States has been on the rise, reaching nearly \$358 billion in 2014, an increase of more than five percent from 2013. Charitable activity has been rising as a portion of US GDP, reaching approximately 5.6 percent in 2014, more than the US defense spending portion. Volunteering is also on the rise. The Urban Institute reported that in 2014 more than 25 percent of US adults spent time volunteering with a nonprofit organization.

According to the National Center for Charitable Statistics, more than 1.41 million tax-exempt organizations reported and filed with the Internal Revenue Service in 2013. The Alabama Association of Nonprofits reported that Alabama's nonprofit sector generates more than \$12 billion annually for the state and employs 12.5 percent of Alabamians. In April 2016, Philanthropy News Digest reported that 57 percent of the nearly 450 US and Canadian nonprofits that it surveyed expected to create new positions that year, and that 51 percent had increased staff size in 2015, continuing a four-year upward trend.

Student Demand: According to AU officials, to date, 119 students have completed the existing minor in Philanthropy and Nonprofit Studies since its inception in summer 2011 and 86 are currently enrolled in the minor. Enrollment in the minor provides an indication of the level of interest and expected enrollment in a major.

Courses currently offered through the minor have experienced strong enrollments indicating interest in Philanthropy and Nonprofit Studies. Over the past 4.5 years, enrollments in the only 3 courses (Nonprofit Studies; Gender, Wealth and Philanthropy; and Practicum in Philanthropy and Nonprofit Studies) totaled 1,041 students. Student feedback from courses has provided a strong level of interest in the development of a major in Philanthropy and Nonprofit Studies.

Faculty/Staff:

Current Primary Faculty—

Full-time: 0

Part-time: 0

Current Support Faculty—

Full-time: 0

Part-time: 4

Additional faculty to be hired:

Primary Faculty—

Full-time: 2

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Equipment: No additional equipment will be needed for the program.

Facilities: No new facilities will be required.

Library: A member of the Association of Research Libraries, the Auburn University library is fully staffed with library faculty and staff, including collections and librarians to support faculty research and educational programs to the doctoral level. The collections adequately support the existing minor in Philanthropy and Nonprofit Studies.

Program Budget: The proposal stated that the program will require \$2,970,161 in estimated new funds over the first seven years. A total of \$3,088,257 through internal reallocations and tuition will be available over that period.

Attachment 3

**Curriculum Model
 Bachelor of Science in Philanthropy and Nonprofit Studies**

UNIVERSITY CORE CURRICULUM	41
ENGL 1100 English Composition I	3
ENGL 1110 English Composition II	3
MATH 1130 Pre-Calculus & Trigonometry	3
Core Science Sequence, Course I	4
Core Science Sequence, Course II	4
Core History I	3
Core History II	3
ECON 2020 Principles of Microeconomics	3
POLI 1090 American Government in a Multicultural World	3
COMM 1000 Public Speaking	3
Core Philosophy	3
Core Fine Arts	3
REQUIRED SUPPORTING COURSES	19
HDFS 2040 Analytics for Social and Behavioral Sciences	4
ACCT 2810 Fundamentals of Accounting	3
BSEN 5550 Principles of Food Engineering Technology	4
POLI 4140 Public Finance	3
POLI 3270 Policy Process	3
POLI 5370 Nonprofit Management	3
POLI 5350 Nonprofit Law and Governance	3
HUMAN SCIENCES CORE	9
CADS 2000 Global Consumer Culture	3
HDFS 2000 Marriage and Family in a Global Context	3
N TRI 2000 Nutrition and Health	3
REQUIRED MAJOR CORE	32
CADS 1700 Collegiate Consuming and Giving	3
CADS 2700 Nonprofit Studies	3
CADS 3700 Gender, Wealth and Philanthropy	3
CADS 4100 Lecture Series	
CADS 4700 Portfolio Development	3
CADS 4910 Practicum in Philanthropy and Nonprofit	3
CADS 4920 Internship	8
HDFS 4680 Family in Cross Cultural Perspective	3
HOSP 1010 Introduction to Hospitality Management	2
HOSP 2600 Event Operations	3
REQUIRED MINOR (one from the list below)	15-18
Hunger Studies Minor	
International Minor in Human Sciences	
Human Development and Family Studies Minor	
Public Health Minor	
Communications Minor	
Business Minor	

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Public Administration Minor	
PROFESSIONAL ELECTIVES	1-4
CADS 3940 (Philanthropy emphasis), HUSC 2000, CADS 5700, POLI 5380, POLI 5150, COMM 2400, COMM 3100, ENGL 3040, PRCM 2400, Foreign Language	
TOTAL	120

DECISION ITEM TU-1: Troy University, Master of Science in Athletic Training (CIP 51.0913)

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: In May 2015, the National Athletic Trainers' Association (NATA) and the Commission on Accreditation of Athletic Training Education (CAATE) announced their agreement to establish the professional degree in Athletic Training at the master's level. The CAATE Standards for Accreditation of Professional Athletic Training Programs will now require that all professional programs be at the master's degree level with a specific implementation deadline no later than the fall of 2022. The proposed program is intended to provide quality didactic and clinical experiences to entry-level athletic training students through the development and utilization of interactive instructional methods, and exposure to a variety of clinical education experiences with athletic trainers and other allied health professionals. The program aims to promote discovery and exploration of knowledge and its application to life-long success through effective teaching, service, and research.

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

Mode of Delivery: Approximately 5 percent of the total program's courses offered will be provided by distance education. The majority of the courses required in the proposed program will be classroom-based. The clinical courses will be available online in an effort to open up more opportunities for clinical experiences. In these cases, TROY's learning management system will be utilized.

Similar Programs: The University of West Alabama has a similar program listed at CIP 51.0913.

Collaboration: According to University officials, the department and program are open to potential collaborations with other institutions for the benefit of Troy University and the proposed degree program. For example, Troy could articulate with other Bachelor's programs in Exercise Science or Health Science for entry into the proposed program. Additionally, Troy University could articulate with other institutions that might offer a Doctorate in Athletic Training to provide both graduates and clinical experiences. Troy University will continue to collaborate with other universities, and clinical sites to provide full-immersion internships for TROY students.

Resources: The proposal projected that a total of \$0 in new funds will be required to support the proposed program. A total of \$541,844 will be available through tuition.

Public Review: The program was posted on the Commission website from October 22 until November 12 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. CAATE Standards for Accreditation of Professional Athletic Training Programs will now require that all professional programs be at the master's degree level with a specific implementation deadline no later than the fall of 2022.
2. Athletic trainers work in a variety of settings, including high schools, colleges and universities, professional sports, rehabilitation clinics, the military, entertainment, and corporations.
3. The move to the entry-level master's degree will place athletic trainers on par with other allied health professions.

DECISION ITEM TU-1: Troy University, Master of Science in Athletic Training
(CIP 51.0913)

Staff Presenter: Margaret Pearson
Academic Program Review Analyst

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

Implementation Date: The proposed program will be implemented in August 2020. Based on Commission policy, the proposed program must be implemented by June 7, 2021, 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 2020-21 will be at least 8, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 3.75, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.

Troy University (TROY) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2027.

- Supporting Documentation:
1. New Academic Degree Program Proposal Summary, attached.
 2. Summary of Background Information, attached.
 3. Curriculum for Proposed Program, attached.
 4. Troy University program proposal, submitted September 14, 2018; Available upon request.

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

Attachment 1

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION: Troy University, Troy Campus								
PROGRAM: Masters of Science in Athletic Training								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
FACULTY	0	0	0	0	0	0	0	0
LIBRARY	0	0	0	0	0	0	0	0
FACILITIES	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0
STAFF	0	0	0	0	0	0	0	0
ASSISTANTSHIPS	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
INTERNAL REALLOCATIONS	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$35,000
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$22,230	\$44,460	\$53,352	\$75,582	\$97,812	\$106,704	\$106,704	\$506,844
TOTAL	\$27,230	\$49,460	\$58,352	\$80,582	\$102,812	\$111,704	\$111,704	\$541,844
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	6-YEAR AVERAGE
FULL TIME HEADCOUNT	0	10	12	14	14	17	20	14.5
PART TIME HEADCOUNT	0	0	0	0	0	0	0	0
TOTAL HEADCOUNT	0	10	12	14	14	17	20	14.5
NEW ENROLLMENT HEADCOUNT	0	5	7	7	7	10	10	7.7
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	AVERAGE
DEGREE COMPLETION PROJECTIONS	0	5	5	7	7	7	10	6.8

Attachment 2

Summary of Background Information

Master of Science in Athletic Training
Troy University

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

Program Objectives: The objectives of the Athletic Training program are to:

- Prepare students for the Commission on Accreditation of Athletic Training Education Board of Certification Exam.
- Provide students, through a program of progressive clinical experiences, the skills necessary to perform the duties of a certified athletic trainer.
- Furnish students with clinical and academic skills to work in a variety of venues employing certified athletic trainers.

Graduates will be able to:

- Be knowledgeable about the principles of logic, scientific inquiry, and reasoned discernment. They use experience to inform research, employ evidence-based interventions, and use research findings to improve practice.
- Apply the theoretical and conceptual contribution of the classroom with the practical world of the exercise and sport setting through a semester long internship. Internship is systematically designed, supervised, coordinated, and evaluated based on criteria by which students demonstrate the achievement of program competencies. Non-thesis track students must successfully complete an internship in the exercise or sport setting.
- Be informed in the field of allied health and its benefits to the medical community. Graduates will also be innovative in the way they deliver information to their audience (students, athletes, clients, and patients). They will then be reflective on each experience in order to better serve their audience in the future. This continuous cycle must be maintained in order to ensure professional growth.
- Comprehend and conduct quantitative and qualitative research and understand scientific and ethical approaches to building knowledge.
- Serve as representatives of the profession, its mission, and its core values. Graduates will know the profession's history. They will commit themselves to the profession's enhancement and to their own professional conduct and growth.

Administration: The program will be administered by the College of Health and Human Services, Dr. Denise Green, Dean; and the Department of Kinesiology and Health Promotion, Dr. John C. Gardner, Chair.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). The proposed program was recommended for approval.

Accreditation: The Commission on Accreditation of Athletic Training Education (CAATE) is the Council for Higher Education Accreditation (CHEA) recognized accrediting agency for all athletic training education. TROY officials will seek accreditation for the purpose of ensuring students will have the opportunity to sit for their Board of Certification exam.

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

Athletic Training Techniques
Athletic Training Techniques Lab
Examination & Management Techniques I
Examination & Management Techniques I Lab
Clinical Experience I
Clinical Experience II
Therapeutic Modalities
Therapeutic Modalities Lab
Examination & Management Techniques II
Examination & Management Techniques II Lab
Professional Practice in Athletic Training
General Medical Concerns & Special Populations for the Athletic Trainer
Clinical Experience III
Clinical Experience IV
Kinesiology
Examination & Management Techniques III
Examination & Management Techniques III Lab
Diagnostic Procedures
Biomechanics in Sports Injuries
Health Care Management & Quality Improvement
Clinical Experience V
Pharmacological Considerations in Athletic Training
Clinical Experience VI

Program Completion Requirements	
Credit hours required in major courses:	57
Credit hours required in minor:	0
Credit hours required in support courses:	0
Credit hours in required or free electives:	0
Credit hours for thesis or dissertation:	0
Total semester hours:	57

Collaboration: According to University officials, the department and program are open to potential collaborations with other institutions for the benefit of Troy University and the degree program. For example, Troy could articulate with other Bachelor's programs in Exercise Science or Health Science for entry into the MSAT. Additionally, Troy University could articulate with other institutions that might offer a Doctorate in Athletic Training program to provide both graduates and clinical experiences. Troy University

will continue to collaborate with other universities and clinical sites to provide full-immersion internships for our students.

Distance Education: Approximately 5 percent of the total program's courses offered will be provided by distance education. The majority of the courses required in the proposed program will be classroom-based. The clinical courses will be available online in an effort to open up more opportunities for clinical experiences. In these cases, Troy University's learning management system will be utilized.

Admissions: In order to apply for the program, students must complete the following:

1. Prerequisite courses:
 - a. Physics with lab (4 hours)
 - b. Statistics (3 hours)
 - c. Chemistry I & II with labs (8 hours)
 - d. Anatomy & Physiology I & II with labs (8 hours)
 - e. Psychology (3 hours)
 - f. Exercise Physiology with lab (4 hours)
 - g. Kinesiology (3 hours)
 - h. Introduction to Athletic Training (1 hour)
2. Unconditional admission to the Troy University Graduate School
3. Hold a baccalaureate degree from a regionally accredited university with a minimum overall undergraduate grade point average of 3.0
4. GRE 850 combined (old) or 290 combined (new), MAT 396
5. Application with essay
6. Three (3) completed forms of recommendation
7. Proof of First Aid & CPR certification
8. Completion of a minimum of 100 documented observation hours with a Certified Athletic Trainer

Need: The Department of Labor projected that the annual athletic training job openings in the state of Alabama increased 80.7 percent from 2015 to 2016. Of the 103 new athletic training jobs posted, 70 percent required an education level of a Master's degree or higher. In May 2015, the National Athletic Trainers' Association (NATA) and the Commission on Accreditation of Athletic Training Education (CAATE) announced their agreement to establish the professional degree in athletic training at the master's level. The CAATE Standards for Accreditation of Professional Athletic Training Programs will now require that all professional programs be at the master's degree level with a specific implementation deadline no later than the fall of 2022.

Career and College Readiness/Preparation – Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Total
Local	5	5	7	7	10	12	15	61
State	16	16	17	17	18	18	19	121
SREB	235	235	235	235	235	235	235	1,645
Nation	654	654	654	654	654	654	654	4,578

The United States Department of Labor, Bureau of Labor Statistics, 2016 Edition, and the Summary Report for Athletic Trainers from ONET Online was used to research and determine projected job openings for state, SREB, and nation. Local calculations were completed by looking at southeastern Alabama's current openings and taking into account knowledge of future corporations moving into the state. Calculation tables are provided. No survey was employed.

Student Demand: According to the Integrated Postsecondary Education Data System (IPEDS), the Bachelors of Athletic Training degree grew by 36 percent over the past five years; degree production grew by 33 percent in the state of Alabama during that same time period. Troy University is the third highest producer of graduates in the state.

Demand exceeds supply for certified athletic trainers. In 2015, there were 3,820 Bachelors in Athletic Training degrees conferred, while there were 8,647 new job postings for athletic trainers in the United States—an increase of 41 percent over the previous year. In the state of Alabama there were 65 degrees conferred in 2015 and 103 new job postings.

Resources:

Faculty:

Current Primary Faculty to teach in the program

Full-time: 6

Part-time: 1

Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty employed to teach in the first five years

Primary Faculty:

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Support Staff: No additional staff members are requested.

Fellowships and Assistantships: There are no fellowships or assistantships specifically associated with this proposed program.

Equipment: No special equipment purchases will be required for implementation of the proposed M.A.T. program.

Facilities: No new facilities are required.

Library: Troy University has over 400,000 volumes, 260,000 book titles and 2300 periodical subscriptions. The library's databases of online journals provide access to over 58,000 titles, 22,000 are unique. Of the 141 available online databases the Library has:

Academic OneFile

Academic Search Complete

ALT-Health Watch

DIRLINE (Directory of Information Resources Online) National Library of Medicine

ERIC

ERIC Plus Text

Expanded Academic ASAP

HaPI-Health and Psychosocial Instruments

Health and Wellness Resource Center

Health Source: Consumer Edition

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Health Source: Nursing and Academic Edition
HSTAT-Health Services/Technology Assessment Text
Medical Search Plus
ProQuest Education Journals ProQuest Health & Medical Complete
SPORT Discus with Full Text

Program Budget: A total of \$0 in estimated new funds will be required to support the proposed program over the first five years. A total of \$541,844 will be available through tuition.

Attachment 3

Troy University
 Master of Science in Athletic Training

Athletic Training Techniques	2
Athletic Training Techniques Lab	1
Examination & Management Techniques I	3
Examination & Management Techniques I Lab	1
Research Methods I	3
Clinical Experience I	1
Statistical Analysis and Interpretation	3
Clinical Experience II	1
Therapeutic Modalities	3
Therapeutic Modalities Lab	1
Examination & Management Techniques II	3
Examination & Management Techniques II Lab	1
Professional Practice in Athletic Training	1
Sports Psychology	3
General Medical Concerns & Special Populations for the Athletic Trainer	3
Clinical Experience III	1
Clinical Experience IV	1
Biomechanics & Sports Technique	3
Kinesiology	3
Examination & Management Techniques III	3
Examination & Management Techniques III Lab	1
Diagnostic Procedures	1
Biomechanics in Sports Injuries	3
Health Care Management & Quality Improvement	2
Clinical Experience V	3
Pharmacological Considerations in Athletic Training	2
Research Methods II	3
Clinical Experience VI	1

Total

57

DECISION ITEM UAB-1: University of Alabama at Birmingham, Master of Arts in Education in Educational Studies (CIP 13.0101)

EXECUTIVE SUMMARY

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

Program Description: The proposed MAEd in Educational Studies will consist of 30 credit hours. There will be five concentrations: Early Childhood Education, Elementary Education, Secondary Education, Special Education, and Physical Education. These concentrations will prepare educators for designing educational programs and delivering instruction in diverse settings that do not require state-issued educator certification. Graduates will also be poised for assuming instrumental roles on committees and task forces within their current and/or future places of employment. Graduates of the program will be prepared to pursue advanced degrees in education.

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

Mode of Delivery: A blended instructional delivery method will be utilized, making content available within a live classroom setting or via distance education, either synchronously or asynchronously.

Similar Programs: The following institutions offer similar programs at this level: Alabama A&M University – Education, General, EdS; Alabama State University – Education, EdS; Auburn University – General Education, EdS; Jacksonville State University – General Education, EdS; Troy University – Education, General – EdS; University of Alabama at Birmingham – Education, EdS; University of Montevallo – Teacher Leadership, EdS; and University of North Alabama –Teacher Leader, EdS.

Collaboration: UAB is willing to collaborate with other institutions as appropriate opportunities are identified.

Resources: The proposal projected that a total of \$162,000 in estimated new funds will be required to support the proposed program. A projected total of \$417,054 in new funds will be available from tuition.

Public Review: The program was posted on the Commission website from October 22 until November 12 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The proposed program will draw from existing faculty and courses in the School of Education at UAB. Neither new faculty nor new courses will be needed.
2. The program will not lead to teacher certification; however, graduates of the program will be prepared to seek employment within the field of education, mainly as teachers or coordinators in private schools or other educational entities, including corporate training and development.

DECISION ITEM UAB-1: University of Alabama at Birmingham, Master of Arts in Education in Educational Studies (CIP 13.0101)

Staff Presenter: Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Master of Arts in Education in Educational Studies.

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

Implementation Date: The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by June 7, 2021, 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 2020-21, will be at least 15 based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 3.75, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.

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, 2026.

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 September 25, 2018. 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: Master of Arts in Education (MAEd) in Educational Studies								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM (Because student data reporting is not required for Year 1 estimated expenditures are also not reported for Year 1.)								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY	0	\$15,000	\$211,000	\$27,000	\$30,000	\$33,000	\$36,000	\$162,000.00
LIBRARY	0	0	0	0	0	0	0	
FACILITIES	0	0	0	0	0	0	0	
EQUIPMENT	0	0	0	0	0	0	0	
STAFF	0	0	0	0	0	0	0	
ASSISTANTSHIPS	0	0	0	0	0	0	0	
OTHER	0	0	0	0	0	0	0	
TOTAL	0	\$15,000	\$211,000	\$27,000	\$30,000	\$33,000	\$36,000	\$162,000.00
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT (NOTE: Because student data reporting is not required for Year 1, estimated funding is also not reported for Year 1.)								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	N/A		0		0	0	0	
EXTRAMURAL	N/A			0		0	0	
TUITION		\$25,080	\$52,668	\$72,732	\$82,764	\$88,840	\$94,970	\$417,054.00
TOTAL		\$25,080	\$52,668	\$72,732	\$82,764	\$88,840	\$94,970	\$417,054.00
ENROLLMENT PROJECTIONS Note: "New Enrollment Headcount" is defined as unduplicated counts across years. (NOTE: No data reporting is required for Year 1)								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 No data reporting required	3	5	7	9	10	11	7.5
PART TIME HEADCOUNT	Year 1 No data reporting required	7	16	26	29	30	31	23
TOTAL HEADCOUNT	Year 1 No data reporting required	10	21	33	38	40	42	31
NEW ENROLLMENT HEADCOUNT	Year 1 No data reporting required	10	12	14	16	17	18	14.5
DEGREE COMPLETION PROJECTIONS Note: Do not count Lead "O"s and Lead 0 years in computing the degree completions projections average. (NOTE: No data reporting is required for Year 1. This represents 2-year completion at 80% of new enrollment.)								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 No data reporting required	0	8	10	11	13	14	9

Attachment 2

Summary of Background Information

Master of Arts in Education in Educational Studies
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).

Program Description: The proposed MAEd in Educational Studies will consist of 30 credit hours. There will be five concentrations: Early Childhood Education, Elementary Education, Secondary Education, Special Education, and Physical Education. These concentrations will prepare educators for designing educational programs and delivering instruction in diverse settings that do not require state-issued educator certification. Graduates of the program will be prepared to pursue advanced degrees in education. Graduates will also be poised for assuming instrumental roles on committees and task forces within their current and/or future places of employment.

Assessment: Students in the Educational Studies MAEd are expected to demonstrate competencies in the following areas:

- Knowledge in curriculum design and implementation, assessment and measurement, diverse populations, and special education (based on the first four required core courses).
- Knowledge for designing and implementing instruction in the selected concentration (as evidenced by the concentration courses).
- Skills for delivering instruction as evidenced by the practicum/capstone, which is the final required core course.
- Knowledge and skills to be competitive when seeking admission to advanced degree programs.

Administration: The program will be administered by Dr. Autumn Cypres, Dean, UAB School of Education; and the Department of Curriculum and Instruction and Human Studies, Dr. Tonya Perry and Dr. Kristi Menear, Chairpersons.

Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). There was no opposition to the proposed program.

Accreditation: There is no specialized accrediting body for Educational Studies. Although there are specialized agencies for disciplines within the program, this degree does not lead to educator certification. Consequently, the Educational Studies MAEd does not fall under the auspices or purview of the specialized agencies for the disciplines within the degree.

The Commission for the Accreditation of Educator Preparation (CAEP) is the accreditation agency for educator certification programs in the School of Education (SOE) at UAB. During the SOE's most recent accreditation visit in 2013 (which was by NCATE, an earlier accreditation body), UAB met almost all standards at the master's level. The next accreditation review will take place in fall 2020. Because CAEP's main concern is related to P-12 educator preparation, this review will focus on the educator certification programs. Because the Educational Studies MAEd does not lead to state-issued P-12 educator certification, it will be only minimally reviewed during this process, namely as part of the SOE's self-study process.

Curriculum: The master's degree curriculum is being proposed as a 30 credit-hour degree.

Program Completion Requirements:

Credit hours required in major courses:	12
Credit hours required in minor:	N/A
Credit hours required in support courses:	N/A
Credit hours in institutional general education or core curriculum:	15
Credit hours in required or free electives:	3
Credit hours for thesis:	N/A
Total Credit hours:	30

The proposed Educational Studies MAEd consists of a 15-hour core with one course from each of the following five areas: Curriculum Design and Implementation, Assessment and Measurement, Diverse Populations, Special Education, and Practicum/Capstone. The MAEd program also consists of a concentration (12 credit hours) and an elective (3 credit hours). For the concentration, students select from among the following five options: Early Childhood Education, Elementary Education, Secondary Education, Special Education, and Physical Education. The concentrations will prepare educators for designing educational programs and delivering instruction in diverse settings that do not require state-issued educator certification. Graduates will also be poised for assuming instrumental roles on committees and task forces within their current and/or future places of employment.

Collaboration: UAB is willing to collaborate with other institutions as appropriate opportunities are identified.

Distance Education: A blended instructional delivery method will be utilized, making content available within a live classroom setting or via distance education, either synchronously or asynchronously.

Admissions: a) Applicants to the proposed program are expected to have one of the following:

Step 1. Applicants submit a degree-seeking application by doing the following:

- a) Create an application account at www.uab.edu/graduate.
- b) Receive an email from the Graduate School with instructions to create a password.
- c) Create degree-seeking application: select Master's degree, Educational Studies, and then the Concentration.
- d) Complete information regarding education background and upload transcripts.
- e) Upload personal essay and resume/CV.
- f) Provide three references.
- g) Answer questions about in-state residency and criminal background.
- h) Pay application fee online, review, sign electronically, and submit.

Step 2. Admission Process

- a) Online application materials are received by the Graduate School and forwarded to the SOE.
- b) SOE Office of Student Services reviews each application regarding basic admission requirements and forwards it to the Program Director/Coordinator for the selected concentration.
- c) Program Director/Coordinator reviews the application regarding quality and "fit" for admission to the Educational Studies MAEd program and invites the applicant for an interview.
- d) Admission decision is recorded online by the program coordinator/director, the SOE Office of Student Services, and the Graduate School Dean. The applicant receives the admission decision through his/her online application account.

Need: According to Hanover Research (2013), student conferrals of master's degrees in the State of Alabama increased 22 percent across all disciplines. Alabama employers in education, health, military, corporate, and government settings continue to post job opportunities for master's degrees related to educational studies as indicated by online postings and websites reviewed by Hanover Research. This is evidenced by an increase in the number of inquiries received by the SOE over the past several years for

a master's degree in education that does not lead to state-issued educator certification. Such inquiries have been both internal and external.

To further determine state need, UAB officials examined data collected from educational institutions and also examined studies about the rising number of education-related positions that do not require K-12 educator certification. The rising number of international students on college campuses were also examined such as through INTO UAB's English Language Programs. Many of these international students wish to pursue a master's degree in education but, because they will be returning to their own countries, they neither need nor want educator certification issued by the ALSDE.

Student Demand: Student demand was determined by the number of inquiries received by UAB's School of Education over the past five years from prospective students who expressed interest in pursuing a non-certification master's in education.

Resources:

Faculty:

Current Primary Faculty—

Full-time: 26

Part-time: 0

Support Faculty—

Full-time: 2

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Support Staff: No additional support staff are anticipated to be needed.

Assistantships: No assistantships or fellowships are planned for students in the proposed program.

Equipment: There will be no need for new equipment.

Facilities: There will be no need for new facilities.

Library: UAB states that the resources of UAB Libraries are well suited to support a graduate program in Educational Studies.

Program Budget: The proposal projected that a total of \$162,000 in estimated new funds will be required to support the proposed program. A projected total of \$417,054 will be available from tuition.

Attachment 3

Curriculum

Master of Arts in Education in Educational Studies
University of Alabama at Birmingham

Program Core: 15 credit hours

One course in each of the following five areas:

1) Curriculum Design and Implementation (3 hours)

One of the following:

- ECT 521** *IEP Programs and Lesson Planning* (3 hours)
- EDC 651** *Innovative Practices in Curriculum* (3 hours)
- EDR 551** *Reading in the Content Areas* (3 hours)
- EEC 612** *Models of Teaching* (3 hours)
- KIN 511** *Elementary School Physical Education* (3 hours)

2) Assessment and Measurement (3 hours)

One of the following:

- ECT 520** *Formative and Summative Assessment* (3 hours)
- EPR 510/511** *Measurement and Evaluation* (3 hours)
- EPR 594** *Introduction to Education Research Design* (3 hours)
- KIN 509** *Assessment in Physical Education* (3 hours)

3) Diverse Populations (3 hours)

One of the following:

- ECT 522** *Language & Communication Facilitation* (3 hours)
- EDF 602** *Critical Social Issues in Education* (3 hours)
- EDF 620** *Culture and American Education* (3 hours)
- EEC 540** *Advanced Workshop in Education* (3 hours)
- EHS 597** *Special Problems in Education: Diversity* (3 hours)
- KIN 649** *Adapted Physical Education* (3 hours)

4) Survey of Special Education (3 hours)

- ECY 600** *Introduction to Exceptional Learners*

5) Practicum/Capstone (3 hours)

Select among the following:

- ECT 530** *Effective Teaching and Learning* (3 hours)
- EDC 694** *Capstone in Teaching and Learning* (3 hours)
- EEC 594** *Field Work in Education* (3 hours)
- EHS 530/570** *Practicum* (3 hours)
- KIN 520** *Fitness/Motor Skill Acquisition* (3 hours)

Concentration (12 credit hours)

Advisor-approved courses in one of the following concentrations:

- Early Childhood Education
- Elementary Education
- Secondary Education
- Special Education
- Physical Education

Elective (3 credit hours)

Advisor-approved course in education

Total Hours – 30

DECISION ITEM UM-1: University of Montevallo, Bachelor of Arts/Bachelor of Science in Computer Science (CIP 11.0701)

EXECUTIVE SUMMARY

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

Program Description: The proposed Computer Science program will have a strong liberal arts foundation. Students in the program will obtain a degree in Computer Science with a minor in another discipline for an interdisciplinary experience. Montevallo's unique set of minors, including Game Studies and Design, allow for a strong connection with Computer Science in ways that few other institutions can provide. The major will also allow for traditional tie-ins with existing disciplines including graphic design, biology, and business, just to name a few. Alabama Governor Kay Ivey has pushed for more Computer Science education in K-12; therefore, this major could also tie into the College of Education at UM to help support future teachers. In addition, considering Montevallo's Title III status, there is a strong case for making another STEM discipline with excellent career prospects available to low-income students. Finally, creating a Computer Science program would give Montevallo's majority-female student population the opportunity to enter a burgeoning STEM discipline in which females have historically been underrepresented.

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

Mode of Delivery: According to the program proposal, face-to-face instruction is the primary instructional delivery method for undergraduate classes in the Biology, Chemistry, and Mathematics Department, which will be the home of the proposed program.

Similar Programs: The following institutions have programs located at CIP 11.0701: Alabama State University, Auburn University, Auburn University Montgomery, and the University of South Alabama.

Collaboration: According to the proposal, there are no plans to formally collaborate with other institutions at this time.

Resources: The proposal stated that the program will require \$1,224,632 in estimated new funds over the first seven years. A total of \$2,319,792 will be available through internal reallocations and tuition.

Public Review: The program was posted on the Commission website from October 22 through November 12 (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The Career and College Readiness/Preparation projected job openings indicate 570 jobs related to Computer Science will be available over the next seven years in UM's service area.
2. According to the proposal, there is sufficient student demand indicating interest in the proposed program.

DECISION ITEM UM-1: University of Montevallo, Bachelor of Arts/Bachelor of Science in Computer Science (CIP 11.0701)

Staff Presenter: Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed Bachelor of Arts/Bachelor of Science in Computer Science.

Implementation Date: The proposed program will be implemented in August 2020. Based on Commission policy, the proposed program must be implemented by June 7, 2021 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 in 2021-22, will be at least 9, based on the proposal.
2. That the annual average number of graduates for the period 2023-24 through 2026-27 (four-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.

The University of Montevallo (UM) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2027.

- 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 Montevallo (UM) program proposal, dated September 10, 2018. 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 Montevallo								
PROGRAM: Computer Science (CIP 11.0701)								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
FACULTY	91,664	183,328	183,328	183,328	183,328	183,328	183,328	1,191,632
LIBRARY	0	0	0	0	0	0	0	0
FACILITIES	0	0	0	0	0	0	0	0
EQUIPMENT	15,000	3,000	3,000	3,000	3,000	3,000	3,000	33,000
STAFF	0	0	0	0	0	0	0	0
ASSISTANTSHIPS	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0
TOTAL	106,664	186,328	186,328	186,328	186,328	186,328	186,328	1,224,632
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
INTERNAL REALLOCATIONS	106,664	51,208	0	0	0	0	0	157,872
EXTRAMURAL	0	0	0	0	0	0	0	0
TUITION	0	135,120	270,240	382,840	450,400	450,400	472,920	2,161,920
TOTAL	106,664	186,328	270,240	382,840	450,400	450,400	472,920	2,319,792
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	6	12	17	20	20	21	16
PART TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	6	12	17	20	20	21	16
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	6	7	8	10	10	11	9
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	0	5	7	8	9	7

Attachment 2

Summary of Background Information

Bachelor of Arts/Bachelor of Science in Computer Science
University of Montevallo (UM)

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

Description/Objectives: The proposed Computer Science program will have a strong liberal arts foundation. Students in the program will obtain a degree in Computer Science with a minor in another discipline for an interdisciplinary experience. Montevallo's unique set of minors, including Game Studies and Design, allow for a strong connection with Computer Science in ways that few other institutions can provide. The major will also allow for traditional tie-ins with existing disciplines including graphic design, biology, and business, just to name a few. Alabama Governor Kay Ivey has pushed for more Computer Science education in K-12; therefore, this major could also tie into the College of Education at UM to help support future teachers. In addition, considering Montevallo's Title III status, there is a strong case for making another STEM discipline with excellent career prospects available to low-income students. Finally, creating a Computer Science program would give Montevallo's majority-female student population the opportunity to enter a burgeoning STEM discipline in which females have historically been underrepresented.

According to Student Learning Outcomes for the proposed Computer Science program, students:

- Will be able to apply skills learned in Computer Science classes to analyze problems in at least one other discipline and apply knowledge combining the two fields. (*Assessment: A final project in the first Senior Capstone class (CS 484 Senior Seminar I) that connects the major and a minor.*);
- Will participate in a large scale intellectual project focused on promoting independent learning through research and application;
- Will master at least one coding language. (*Assessment: at least 70 percent of students get a C or higher on the final programming project in CS 311.*);
- Will understand the fundamentals of object-oriented programming. (*Assessment: at least 70 percent of students get a C or higher on the relevant question(s) on the final examination in CS 210.*).

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

Accreditation: The accrediting body for Computer Science is the Accreditation Board for Engineering Technology, Computer Accreditation Commission (ABET-CAC). UM will seek accreditation with this body, but would prefer to wait until the future Computer Science faculty have been hired.

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

CS 161 Introduction to Computer Science	3
CS 185 Survey of Computer Science	1

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CS 210 Introduction to Object-Oriented Programming	3
CS 222 Algorithm Development	3
CS 250 Discrete Mathematics for Computer Science	3
CS 295 Special Topics in Computer Science	3
CS 310 Data Structures	3
CS 311 Object-Oriented Design	3
CS 322 Algorithm Development and Data Structures	3
CS 330 Introduction to Numerical Analysis	3
CS 340 Human-Centered Computing Foundations	3
CS 364 Web Development	3
CS 375 Programming for Mobile Devices	3
CS 395 Special Topics in Computer Science	3
CS 420 Computer and Video Game Development	3
CS 484 Senior Seminar I (capstone)	3
CS 485 Senior Seminar II (capstone)	3

Program Completion Requirements for the BA:

Credit hours required in major: 37 semester hours (sh)
Credit hours in general education or core curriculum: 59 (sh)
Credit hours required in minor: 16-24 (sh)
Credit hours required in support courses: 6 (sh)
Credit hours required in free electives: 0-8 (sh)
Credit hours required for completion: 120 (sh)

Program Completion Requirements for the BS:

Credit hours required in major: 37 semester hours (sh)
Credit hours in general education or core curriculum: 54 (sh)
Credit hours required in minor: 16-24 (sh)
Credit hours required in support courses: 6 (sh)
Credit hours required in free electives: 5-13 (sh)
Credit hours required for completion: 120 (sh)

Collaboration: According to the proposal, there are no plans to formally collaborate with other institutions at this time.

Distance Education: According to the program proposal, face-to-face instruction is the primary instructional delivery method for undergraduate classes in the Biology, Chemistry, and Mathematics Department, which will be the home of the proposed program.

Admissions: According to UM officials, there are no special admission requirements for the program.

Need: The State of Alabama is home to many companies that rely upon technology to drive the state's economic engine. Increasingly, this technology depends upon computers and the ability to

write technical code for them. Currently, Alabama is not producing enough majors in Computer Science to fill these positions, which leaves businesses unable to grow and students unable to take advantage of these higher paying jobs. The Bureau of Labor and Statistics lists 28,000 jobs in the state as of 2012 that would require a degree in Computer Science and that number is projected to increase 17.5 percent by 2022 to 32,900 jobs, an average increase of 490 jobs per year.

In January 2016, President Obama started an initiative called “Computer Science for All” with the expressed goal of increasing K-12 exposure to Computer Science. More recently, Governor Kay Ivey has called for a new emphasis on Computer Science in Alabama schools; thus, a need for more Computer Science teachers at the K-12 level in Alabama is expected. The development of a Computer Science degree at Montevallo would provide the opportunity for the College of Education to implement a fifth-year program for Computer Science teaching certification at a future date. Additionally, as Alabama’s only public liberal arts university, and the only public four-year institution in Alabama not to offer a degree in Computer Science, it seems imperative that UM students are provided with the opportunity to become involved in this highly promising field.

Student Demand: UM conducted a survey of potential students to determine interest in the program. According to the proposal, roughly 62 percent of the respondents were from the sciences (Biology, Chemistry, and Mathematics), but 28 different majors, including General Studies, were represented. 41 different minors were represented among the respondents. Students were spread fairly evenly across classifications, ranging from 18.1 percent for juniors to 29.1 percent for seniors.

Of these respondents, 25 (12.5 percent) indicated they would definitely declare the major, while 39 (19.5 percent) said they would likely declare a major in Computer Science. If roughly 25 percent of the students indicating they would definitely declare the major do enroll, UM will meet its target goal of 6 students the initial year. A larger number (110 or 55 percent) said they would definitely or likely declare a minor in Computer Science. Additionally, 148 students (74 percent) said they would definitely or likely take at least one class in Computer Science.

Faculty:

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: 0

Support Faculty—

Full-time: 0

Part-time: 0

For year one, a new faculty member with a Ph.D. in Computer Science will be needed for the program. The total estimated cost of this (including target starting salary, benefits, and all employer contributions) will be \$91,664. A second faculty member at roughly the same salary or slightly higher will be required in year two.

Equipment: According to the proposal, additional software will be needed for the computer lab in the science building. Some of this software will be free, but an estimate for software is around \$15,000 for the first two years and drop to \$3,000 in subsequent years.

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Facilities: No new facilities will be required.

Library: Current library resources are sufficient for the proposed program.

Program Budget: The proposal projected that a total of \$1,224,632 in new funds will be required to support the proposed program. A total of \$2,319,792 will be available through internal reallocations and tuition.

Attachment 3

University of Montevallo
 Bachelor of Arts/Bachelor of Science in Computer Informatics

2020-2021 Computer Science BA Degree Plan

Student name: _____ UMID: _____ Date: _____
 Advisor name: _____ Concentration: None



The Purpose of General Education is to Gain:

- Knowledge of Human Cultures and the Physical and Natural World
- Intellectual and Practical Skills
- Personal and Social Responsibility
- Integrative and Applied Learning

Key Courses For General Education (47 hours)

1. **Written Composition (6)**
 Choose ENG 101 or 103 3 _____
 Choose ENG 102 or 104 3 _____
2. **Humanities & Fine Arts (18)**
 Choose one: ENG 231/233 or 232/ 234* 3 _____
*Students must take at least one six hour sequence in Literature or History. Students are free to take both sequences.
 Choose COMS 101 or 102 3 _____
 Choose one Fine Arts: ART 100, 218, 219; 3 _____
 MC 325; MUS 121/122, 125, 211, 255, 342; 3 _____
 THEA 120/122.
 Choose one Humanities:
 ENG 231/233, 232/234; FRN 101, 102, 150, 3 _____
 201, 202, 250; SPN 101/103, 102,104, 150,
 201, 202, 250; GER 101, 102, 201, 202; 3 _____
 PHIL 110/111, 180, 220/221, 230, 280, 290.
 Choose two of the following (not used above):
 ART 100, 218, 219; ENG 231/233, 232/234; 3 _____
 FRN/SPN 101, 102, 150, 201, 202, 250; 3 _____
 GER 101, 102, 201, 202; MC 325;
 MUS 121/122, 125, 211, 255, 342; PHIL 110/111,
 180, 220/221, 230, 280, 290; THEA 120/122.
3. **Natural Sciences & Mathematics (11)**
 Choose one lab science from two different disciplines:
 BIO 100 or higher; CHEM 100 or higher; 4 _____
 GEOL 110, 115; PHYS 100 or higher 4 _____
 Choose MATH 147 or 154 (or MATH 144 or higher) 3 _____
4. **History, Social & Behavioral Sciences (12)**
 Choose one: HIST 101/103 or 102/104* 3 _____
*Students must take at least one six hour sequence in Literature or History. Students are free to take both sequences.
 Choose three of the following not used above:
 EC 231, 232; FCS 291, 402; GEOG 231; 3 _____
 HIST 101/103, 102/104; POS 200, 250; PSYC 201; 3 _____
 PSYC/SWK 203, 322; SOC 101; SWK 260 3 _____
5. **Personal Development (3)**
 Choose CS 161 (pending approval) 3 ✓ _____

✓ Indicates requirement is satisfied in major course requirements

Additional Requirements for Degree (12 hours)

- Bachelor of Arts Requirements (12)**
 Complete the second-year course sequence in FRN, GER, SPN.
 Courses may also be used to satisfy requirement #2 (Humanities) above.
- | | | | |
|--------|---------|-----|---------|
| 101 | 3 _____ | 201 | 3 _____ |
| 102 | 3 _____ | 202 | 3 _____ |
| Or 150 | 6 _____ | 250 | 6 _____ |

Major Course Requirements (37 hours)

- | | |
|---|---------|
| CS 161 (Intro. to Computer Science) | 3 _____ |
| CS 185 (Survey of Computer Science) | 1 _____ |
| CS 210 (Intro. to Object-Oriented Prog.) | 3 _____ |
| CS 222 (Algorithm Development) | 3 _____ |
| CS 250 (Discrete Math for Computer Science) | 3 _____ |
| CS 310 (Data Structures) | 3 _____ |
| CS 311 (Object-Oriented Design) | 3 _____ |
| CS 322 (Algorithm Dev. and Data Structures) | 3 _____ |
| CS 340 (Human-Centered Comp. Foundations) | 3 _____ |
| CS 484 (Senior Seminar I) | 3 _____ |
| CS 485 (Senior Seminar II) | 3 _____ |

Complete two of the following electives (at least one of which must be a CS course):

- | | |
|--|---------|
| CS Elective (200 level or above) | 3 _____ |
| CS Elective (200 level or above) | 3 _____ |
| ART 250 (Intro. to New Media) | 3 _____ |
| INFM 241 (Intro. to Informatics & Computing) | 3 _____ |
| MATH 261 (Intro. to Prog. & Comp. Alg. Sys.) | 3 _____ |

General Electives (24 hours)

Minor Course Requirements

- CS majors must complete either
1. A minor in a selected field or
 2. A second major

Title: _____ Hrs. Req. _____

GENERAL GRADUATION REQUIREMENTS

- | | |
|--------------------------------------|--|
| 1. 50% of hrs in major area at UM | 5. 45 hr limit of non-traditional credit |
| 2. 30 hrs at the 300/400 level at UM | 6. 6-hr sequence in history or literature |
| 3. 30 of last 40 hours at UM | 7. Capstone experience within major |
| 4. 64 hr limit from 2-year school | 8. 2.0 or higher UM GPA and in all major and minor areas |

Total Hours Required:	120
Total Hours Completed to Date:	_____
Hours Remaining for Completion:	_____
Hours Currently Registered:	_____
Hours Remaining:	_____

2020-2021 Computer Science BS Degree Plan

Student name: _____ UMID: _____ Date: _____
 Advisor name: _____ Concentration: None



The Purpose of General Education is to Gain:

- Knowledge of Human Cultures and the Physical and Natural World
- Personal and Social Responsibility
- Intellectual and Practical Skills
- Integrative and Applied Learning

Key Courses For General Education (48 hours)

1. **Written Composition (6)**
 Choose ENG 101 or 103 3 ____
 Choose ENG 102 or 104 3 ____
2. **Humanities & Fine Arts (18)**
 Choose one: ENG 231/233 or 232/ 234* 3 ____
*Students must take at least one six hour sequence in Literature or History. Students are free to take both sequences.
 Choose COMS 101 or 102 3 ____
 Choose one Fine Arts: ART 100, 218, 219; 3 ____
 MC 325; MUS 121/122, 125, 211, 255, 342;
 THEA 120/122.
 Choose one Humanities:
 ENG 231/233, 232/234; FRN 101, 102, 150, 3 ____
 201, 202, 250; SPN 101/103, 102, 104, 150,
 201, 202, 250; GER 101, 102, 201, 202;
 PHIL 110/111, 180, 220/221, 230, 280, 290.
 Choose two of the following (not used above):
 ART 100, 218, 219; ENG 231/233, 232/234; 3 ____
 FRN/SPN 101, 102, 150, 201, 202, 250; 3 ____
 GER 101, 102, 201, 202; MC 325;
 MUS 121/122, 125, 211, 255, 342; PHIL 110/111,
 180, 220/221, 230, 280, 290; THEA 120/122.
3. **Natural Sciences & Mathematics (11)**
 Choose one lab science from two different disciplines:
 BIO 100 or higher; CHEM 100 or higher; 4 ____
 GEOL 110, 115; PHYS 100 or higher 4 ____
 Choose MATH 170 4 ____
4. **History, Social & Behavioral Sciences (12)**
 Choose one: HIST 101/103 or 102/104* 3 ____
*Students must take at least one six hour sequence in Literature or History. Students are free to take both sequences.
 Choose three of the following not used above:
 EC 231, 232; FCS 291, 402; GEOG 231; 3 ____
 HIST 101/103, 102/104; POS 200, 250; PSYC 201; 3 ____
 PSYC/SWK 203, 322; SOC 101; SWK 260 3 ____
5. **Personal Development (3)**
 Choose CS 161 (pending approval) 3 ✓

✓ Indicates requirement is satisfied in major course requirements

Additional Requirements for Degree (6 hours)

Bachelor of Science Requirements (6)
 MATH 171 4 ____

Choose additional 2 hours in mathematics and/or science not used toward requirement #3 above.

_____ 2 ____

Major Course Requirements (37 hours)

- | | |
|---|--------|
| CS 161 (Intro. to Computer Science) | 3 ____ |
| CS 185 (Survey of Computer Science) | 1 ____ |
| CS 210 (Intro. to Object-Oriented Prog.) | 3 ____ |
| CS 222 (Algorithm Development) | 3 ____ |
| CS 250 (Discrete Math for Computer Science) | 3 ____ |
| CS 310 (Data Structures) | 3 ____ |
| CS 311 (Object-Oriented Design) | 3 ____ |
| CS 322 (Algorithm Dev. and Data Structures) | 3 ____ |
| CS 330 (Intro. to Numerical Analysis) | 3 ____ |
| CS 484 (Senior Seminar I) | 3 ____ |
| CS 485 (Senior Seminar II) | 3 ____ |

Complete two of the following electives (at least one of which must be a CS course):

- | | |
|--|--------|
| CS Elective (200 level or above) | 3 ____ |
| CS Elective (200 level or above) | 3 ____ |
| ART 250 (Intro. to New Media) | 3 ____ |
| INFM 241 (Intro. to Informatics & Computing) | 3 ____ |
| MATH 261 (Intro. to Prog. & Comp. Alg. Sys.) | 3 ____ |

General Electives (29 hours)

Minor Course Requirements

- CS majors must complete either
1. A minor in a selected field or
 2. A second major

Title: _____ Hrs. Req. ____

GENERAL GRADUATION REQUIREMENTS

- | | |
|--------------------------------------|--|
| 1. 50% of hrs in major area at UM | 5. 45 hr limit of non-traditional credit |
| 2. 30 hrs at the 300/400 level at UM | 6. 6-hr sequence in history or literature |
| 3. 30 of last 40 hours at UM | 7. Capstone experience within major |
| 4. 64 hr limit from 2-year school | 8. 2.0 or higher UM GPA and in all major and minor areas |

Total Hours Required:	120
Total Hours Completed to Date:	_____
Hours Remaining for Completion:	_____
Hours Currently Registered:	_____
Hours Remaining:	_____

DECISION ITEM USA-1: University of South Alabama, Master of Science in Rehabilitation Sciences – Speech Language Pathology (CIP 51.2314)

EXECUTIVE SUMMARY

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

Program Objective: The proposed Master of Rehabilitation Sciences: Speech Language Pathology program is an international linkage program between the University of South Alabama and a select group of universities in China. The purpose of this program is to create global linkages, foster innovation, and provide powerful learning experiences through an exchange of students and faculty.

This program will directly support the mission of the University of South Alabama (USA) which is a leading comprehensive public university internationally recognized for educational, research and health care excellence, as well as its positive intellectual, cultural, and economic impact on those it serves. At the core of that vision are commitments to diversity and global perspectives, which are manifested in institutional priorities that enhance research and graduate education and foster global engagement. The proposed Master of Rehabilitation Sciences: Speech Language Pathology will be designed to meet the needs of Chinese clinicians. As such, the program will increase opportunities for USA's current undergraduate and graduate students to interact with international students; increase the number of international collaborations in research, scholarly and creative activities; increase the dissemination of and impact of research and scholarship produced by USA faculty and postdoctoral fellows; increase the diversity of our student body; increase the incorporation of global perspectives into the educational environment; and increase engagement with international health care businesses and organizations.

This program differs from the current Master of Science in Speech Language Pathology in that it does not teach the comprehensive list of competencies as required by the Council on Academic Accreditation of the American Speech and Hearing Association, it contains no clinical education, it focuses on specific population-based health needs of the Chinese, and does not allow or prepare graduates for practice in the United States. Although the program is designed to meet the needs of Chinese clinicians, based on memoranda of understanding with Chinese institutions, it is anticipated that students from other countries with Master's-level entry into clinical practice may also be interested into the program, and that collaboration with other international institutions could be developed in the future.

Role: The University of South Alabama (USA) is authorized to offer programs at the master's level.

Mode of Delivery: According to the proposal, none of the total program's courses offered will be provided by distance education (0 percent).

Similar Programs: There are no other similar programs in the state at this time.

Collaboration: There are no other master's degree programs in the speech language pathology or rehabilitation sciences that provide linkages to international universities in the State of Alabama. This program will have no impact on the recruitment or enrollment of the Doctor of Physical Therapy, Master of Occupational Therapy, or Master of Speech Language Pathology programs at USA or at other Alabama institutions. The University of South Alabama is currently working with Duquesne University, who offers a similar program.

Resources: The proposal projected that \$1,048,250 in estimated new funds will be required to support the proposed program, and that 1,540,000 would be available from tuition which includes program fees and is calculated at current rate based on projected headcount enrollment.

Public Review: The program was posted on the Commission website from October 22, until November 12, (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The Department of Speech Pathology and Audiology has a 46-year history of excellence in producing speech therapy and audiology clinicians.
2. The program will help the University of South Alabama meet its commitment to diversity and a global perspective.
3. The program will increase opportunities for USA's current undergraduate and graduate students to interact with international students.
4. The proposed program will increase the number of international collaborations in research, scholarly, and creative activities; increase the global dissemination and impact of research and scholarship produced by USA faculty and postdoctoral fellows; increase the diversity of the student body; increase the incorporation of global perspectives into the educational environment; and increase engagement with international businesses and organizations.
5. This program will collaborate with Chinese Universities for funding programs. Financial resources, as outlined in the proposal, over its first five years the program have the potential to generate over \$400,000 of revenue in excess of the costs of delivery.
6. The model for this program can be expanded to other countries and, potentially, other disciplines.
7. Currently there are only two such programs in the nation: Creighton University in Omaha and Duquesne University in Pittsburgh. The Dean of Allied Health at USA was the developer of the successful program at Duquesne University.
8. There will be no clinical education assignments made as part of this program. There will, therefore, be no interference with or impact upon the availability or number of clinical sites to the Doctor of Physical Therapy program or any other clinical training program.
9. Opportunities for domestic students - The program can also serve as a bridge program to allow international or domestic students an avenue of entry into clinical rehabilitation programs. Graduates of the proposed program would be qualified to apply to Doctor of Physical Therapy programs. Graduates would also be qualified to apply for programs such as Occupational Therapy (OT) and, in these programs, up to 12 hours of credit from the proposed program could be accepted. At USA, for example, applicants who have completed the proposed program would be better positioned for acceptance into the OT program and would be able to apply credit for several courses to the OT program curriculum.

DECISION ITEM USA-1:

University of South Alabama, Master of Science in
Rehabilitation Sciences- Speech Language Pathology
(CIP 51.2314)

Staff Presenter:

Margaret Pearson
Academic Program Review Analyst

Staff Recommendation:

That the Commission approve the proposed Master of Science in Rehabilitation Sciences – Speech Language Pathology.

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

Implementation Date: The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by June 8, 2021, 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 2020-21, will be at least 8, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 3.75, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.
4. USA agrees to ensure, document, and report that all expenses incurred to operate the MSRS Speech Language Pathology program will be funded from revenues generated from the program.
5. Further, in the event that MSRS Speech Language Pathology program revenues are not sufficient to cover all expenses, USA agrees that no state funding will be utilized to support the program.
6. USA agrees to provide an annual accounting of program expenditures to the Commission.
7. USA agrees to notify ACHE upon modification of the terms if any Memoranda of Understanding with

international institutions related to the proposed program.

The University of South Alabama (USA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

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 August 17, 2018. 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 Rehabilitation Sciences -- Speech Language Pathology								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY	55,000	55,000	55,000	55,000	55,000	55,000	55,000	385,000
LIBRARY	0	0	0	0	0	0	0	0
FACILITIES	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0
STAFF	6,250	10,000	12,500	12,500	12,500	12,500	12,500	78,750
ASSISTANTSHIPS	8,000	8,000	8,000	8,000	8,000	8,000	8,000	56,000
OTHER	75,500	75,500	75,500	75,500	75,500	75,500	75,500	528,500
TOTAL	144,750	148,500	151,000	151,000	151,000	151,000	151,000	1,048,250
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS	0	0	0	0	0	0	0	0
EXTRAMURAL	0	0	0	0	0	0	0	0
TUITION	140,000	168,000	196,000	224,000	252,000	280,000	280,000	1,540,000
TOTAL	140,000	168,000	196,000	224,000	252,000	280,000	280,000	1,540,000
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	6	7	8	9	10	10	8.3
PART TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	6	7	8	9	10	10	8.3
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	6	7	8	9	10	10	8.3
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	4	5	6	7	8	9	6.5

Attachment 2

Summary of Background Information

Master of Science in Rehabilitation Sciences – Speech Language Pathology
University of South Alabama

Role: The University of South Alabama is authorized to offer programs at the master's level.

Objectives: Students will be able to:

- Describe and discuss entry-level and advanced clinical services in a variety of healthcare settings.
- Produce evidence-based research, thereby contributing to the scholarly body of evidence-based practice in the field of Speech Language Pathology.
- Describe and investigate leadership skills that impact the delivery of high quality care to patients.
- Describe and investigate skills necessary to fulfill the role as patient educator, clinical educator, and faculty member.

Assessment: The assessment process for the International Linkage Program courses will include a variety of assignments designed to measure student learning and prepare graduates to provide entry-level and advanced clinical services in various healthcare settings. All of these assessments will be used to track and monitor student acquisition of learning outcomes. The International Linkage Program assessment methods are designed to give students the opportunity to develop their clinical, scholarly, and leadership skills, so that they may serve as patient educators, clinical educators, and/or clinicians.

The intent of the program is to demonstrate improved health outcomes by improving the quality of care through fostering specific skills in students. The International Linkage Program will be a tangible and deliverable academic product that is continually reviewed and evaluated by the faculty. Course assessment activities will include reflective writings, presentations, practical exams, and laboratory testing of both psychomotor and cognitive domains. Faculty will use the course assessment activities to evaluate accomplishment of course objectives. Program oversight will be provided by the College of Allied Health Professions Director of Graduate Studies and program faculty. Students will submit course assignments directly to course faculty or through USA's learning management software, USA Online.

The overall evaluation of the program will be guided by the USA Annual Assessment Program, which requires that faculty review data for each Student Learning Outcome (SLO) and target action planning for any SLO that does not meet benchmarks. The Dean of the Covey College of Allied Health will monitor the progress each semester, as well as more formally on an annual basis, via the USA Annual Assessment Program.

As follow-up, an annual survey of graduates will be completed to evaluate the program's success. Questions will include employment and graduate education questions. Students will be expected to hold enhanced positions with greater clinical authority and responsibility after graduation.

Administration: The program will be administered by the Pat Capps Covey College of Allied Health Professions, Gregory H. Frazer, Dean; and the Department of Speech Pathology and Audiology, Dr. Elizabeth Adams, Chairperson.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). There was no participation or recommendation in the final review of the proposal.

Accreditation: According to the proposal, there is no accrediting body for this program. Graduates of this program will not be eligible for licensure in the United States and all program materials will include this information.

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

Occupational Therapy Fundamentals	3
Neurological and Sensorimotor Function I	4
Rehabilitation	3
Neurological and Sensorimotor Functions II	3
Biomechanical Function and Intervention	3
Rehabilitation and the Aging Adult	3
Evidence-Based Clinical Reasoning	3
Psychosocial Interventions	3

The program will have the following requirements for completion:

Major courses:	30 semester hours
Required or Free Electives:	0
Thesis or dissertation:	0
Total:	30

Collaboration: There are no other master's degree programs in the occupational therapy or rehabilitation sciences that provide linkages to international universities in the State of Alabama. This program will have no impact on the recruitment or enrollment of the Doctor of Physical Therapy, Master of Occupational Therapy, or Master of Speech Language Pathology programs at USA or at other Alabama institutions. The University of South Alabama is currently working with Duquesne University who offers a similar program.

Distance Education: According to the proposal, none of the total program's courses offered will be provided by distance education (0 percent). Distance education would not be effective in meeting USA's diversity and global perspective goals and programs in which students integrate into U.S. culture are more attractive to international students than are online programs. Some components of distance education within courses may be utilized, but all courses will be delivered in a face-to-face setting.

Admissions: Applicants must have earned an undergraduate degree in a closely related field and meet the general USA requirements for entry into graduate study.

Need: The State of Alabama's innovation ecosystem is becoming increasingly global and must be so to remain competitive. The link between networking, international exchanges, and innovation is well known as a driving force in job creation. For example, the State's fifth place ranking in the US for medical technology job creation is in large part due to global innovation partnerships. This International Linkage Program will provide the State an additional platform for global collaboration in education, research, and healthcare. This program will bring highly trained international clinicians to the Pat Capps Covey College

of Allied Health Professions to interact with USA’s Speech Language Pathology and Audiology faculty and students.

This East-West exchange will provide a rich environment for our students and clinical and didactic faculty to learn about population and socialized medicine, as well as traditional Eastern forms of Traditional Chinese Medicine. Student and faculty participation in international rehabilitation research teams and extramural grants will foster innovation in education and healthcare, thus accelerating the State’s ability to absorb and leverage emerging trends and innovations.

Career and College Readiness/Preparation -- Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Total
Local	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
State	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
SREB	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Nation	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Note: U.S. employment opportunities for this International Linkage Program are not applicable.

Graduates will be eligible to become practicing speech pathologists in China and will return to their home country unless accepted into advanced educational programs in the US upon graduation. Graduates of this program will not be eligible for licensure in the United States and all program materials will include this information.

The spillover effect of this program will be to increase the State’s ability to create local jobs as a result of the networking and exchange of students and faculty and the partnerships that are developed with Chinese and potentially other international institutions and Chinese healthcare partners.

Student Demand: Student demand for the program is based on the need for rehabilitation clinicians in China. It is conservatively estimated that there are over 85 million adults and children in China who meet the international definition for disability (Zhang & Shen, 2014). Prior to the 1980’s, the Chinese government used Traditional Chinese Medicine to treat these individuals. Unfortunately, the use of acupuncture, moxibustion, massage, and Qigong did not positively impact the effected individuals.

In recent years, over 2 million Chinese suffer cerebrovascular accidents every year that render 80 percent of these patients unable to live independently (Wang, 2014). Beginning in 1986, the central government began an initiative to provide community-based care. Since 1988, 24.6 million persons with disabilities have benefited from the key rehabilitation programs. By the end of 2013, community-based rehabilitation work had been carried out in 2,915 counties (cities, districts) across the country. As a result of the catastrophic effects of stroke and the overwhelming need for rehabilitation services, the central government has not been able to develop an effective “rehabilitation infrastructure” to prepare a sufficient number of clinicians to treat this large number of patients.

The government encourages universities with medical schools and health programs to partner with international universities to provide the education and training of physicians, nurses, rehabilitation technicians, physical therapists, and occupational therapists to enhance

the rehabilitation skill set within China. It is estimated that 19,000 physical and occupational therapists and speech language pathologists are needed in Shanghai to meet the needs for rehabilitation service in that city alone. The current coalition of universities is unable to graduate a sufficient number of clinicians to satisfy the demand.

Currently, the University of South Alabama has Memoranda of Understanding with Shanghai University of Traditional Chinese Medicine, Fujian University of Traditional Chinese Medicine, and Nanjing University of Traditional Chinese Medicine. During an upcoming March 3rd-11th visit to China, the USA Provost plans to execute four additional MOUs with Tongji University, Sanda University, Zhejiang Chinese Medical University, Qiqihar Medical University.

Resources:

Faculty:

Current Primary Faculty—

Full-time: 15

Part-time: 2

Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

There will be no additional faculty hired for the program. The faculty who teach in the program will be members of the Department of Speech Pathology and Audiology. USA does not anticipate new hires for either category. The \$55,000 annually would be used to compensate those current primary (9) faculty.

Support Staff: No additional support staff are needed.

Equipment: No special equipment will be needed specifically for this program.

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

Library: The Charles M. Baugh Biomedical Library is a 35,000 square foot facility that serves students in the College of Medicine, the College of Nursing, and the 11 programs in the College of Allied Health Professions. The collections housed at the Biomedical Library include scholarly books and journals, indexing and abstracting tools, and reference materials appropriate for this subject area in print and electronic formats and students are also able to access additional materials through interlibrary loan. As the Biomedical Library has already been judged to adequately support the needs of USA's Physical Therapy, Occupational Therapy, and Speech-Language Pathology students, the Executive Director of the Libraries has indicated that no additional library resources will be necessary for the proposed program.

Program Budget: The proposal projected that \$1,048,250 in estimated new funds will be required to support the proposed program, and that \$1,540,000 would be available from tuition.

Attachment 3

University of South Alabama
Master of Science in Speech Language Pathology

Course Number and Title	Number of Credit Hours
SLP 541 Advanced Articulation Disorders	3
SLP 521 Advanced Speech Science	3
SLP 551 Voice and Resonance Disorders	3
SLP 565 Neuromotor Disorders of Communication	3
SLP 566 Aphasia and Neurogenic Language Disorders	3
SLP 568 Dysphagia	4
Pediatric Stuttering, Autism, and Language Disorders	3
Clinical Methods and Observation I	1
SLP 588 Audiology for Speech Language Pathologists	3
Acquired Cognitive Communication Disorders	3
Clinical Methods and Observation II	1

Total

30

DECISION ITEM USA-2: University of South Alabama, Master of Science in Rehabilitation Sciences – Occupational Therapy (CIP 51.2314)

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 Occupational Therapy program is an International Linkage Program between the University of South Alabama and a select group of universities in China. The purpose of this program is to create global linkages, foster innovation, and provide powerful learning experiences through an exchange of students and faculty.

This program would directly support the mission of the University of South Alabama (USA), which is to be a leading comprehensive public university internationally recognized for educational, research and health care excellence, as well as for its positive intellectual, cultural, and economic impact on those it serves. At the core of this vision are commitments to Diversity and a Global Perspective, which are manifested in institutional priorities that enhance research and graduate education and foster global engagement.

The proposed Master of Rehabilitation Sciences: Occupational Therapy program will be designed to meet the needs of Chinese clinicians. As such, the program will increase opportunities for USA's current undergraduate and graduate students to interact with international students, increase the number of international collaborations in research, scholarly, and creative activities, increase the global dissemination and impact of research and scholarship produced by USA faculty and postdoctoral fellows, increase the diversity of the student body, increase the incorporation of global perspectives into the educational environment, and increase engagement with international healthcare businesses and organizations.

Although the program will be designed to meet the needs of Chinese clinicians based on memoranda of understanding with Chinese institutions, it is anticipated that students from other countries with Master's-level entry into clinical practice may also be interested in the program, and that collaboration with other international institutions could be developed in the future.

As an International Linkage Program, graduates of this program will be eligible to practice as occupational therapists in China and will either return to their home country for employment in these positions or enroll in PhD programs or in a Occupational Therapy Doctorate in Occupational Therapy. Graduates will return home with the enhanced skills necessary to practice as a rehabilitation science specialists.

Role: The University of South Alabama (USA) is authorized to offer programs at the master's level.

Mode of Delivery: According to the proposal, none of the total program's courses offered will be provided by distance education (0 percent).

Similar Programs: There are no similar programs in the State of Alabama. Currently, there are only two such programs in the nation: Creighton University in Omaha and Duquesne University in Pittsburgh. The Dean of Allied Health at USA was the developer of the successful program at Duquesne University.

Collaboration: There are no other master's degree programs in the occupational therapy or rehabilitation sciences that provide linkages to international universities in the State of Alabama.

This program will have no impact on the recruitment or enrollment of the Doctor of Physical Therapy, Master of Science in Occupational Therapy, or Master of Science in Speech Language Pathology programs at USA or at other Alabama institutions. The University of South Alabama is currently working with Duquesne University, who offers a similar program.

Resources: The proposal projected that \$1,048,250 in estimated new funds will be required to support the proposed program, and that \$2,744,000 would be available from tuition (includes program fees and is calculated at current rate based on projected headcount enrollment).

Public Review: The program was posted on the Commission website from October 22, until November 12, (twenty days) for public review and comments. No comments were received.

Rationale for Staff Recommendation:

1. The Department of Occupational Therapy has a 46-year history of excellence in producing occupational therapy clinicians.
2. The program will help the University of South Alabama meet its commitment to diversity and a global perspective.
3. The program will increase opportunities for USA's current undergraduate and graduate students to interact with international students.
4. The proposed program will increase the number of international collaborations in research, scholarly, and creative activities; increase the global dissemination and impact of research and scholarship produced by USA faculty and postdoctoral fellows; increase the diversity of the student body; increase the incorporation of global perspectives into the educational environment; and increase engagement with international businesses and organizations.
5. This program will collaborate with Chinese universities for funding programs. Financial Resources, as outlined in the proposal, over its first five years the program has the potential to generate over \$400,000 of revenue in excess of the costs of delivery.
6. The model for this program can be expanded to other countries and, potentially, other disciplines.
7. Currently there are only two such programs in the nation: Creighton University in Omaha and Duquesne University in Pittsburgh. The Dean of Allied Health at USA was the developer of the successful program at Duquesne University.
8. There will be no clinical education assignments made as part of this program. There will, therefore, be no interference with or impact upon the availability or number of clinical sites to the Doctor of Physical Therapy program or any other clinical training program.
9. Opportunities for domestic students - The program can also serve as a bridge program to allow international or domestic students an avenue of entry into clinical rehabilitation programs. Graduates of the proposed program would be qualified to apply to Doctor of Physical Therapy programs. Graduates would also be qualified to apply for programs such as Occupational Therapy (OT) and, in these programs, up to 12 hours of credit from the proposed program could be accepted. At USA, for example, applicants who have completed the proposed program would be better positioned for acceptance into the OT program and would be able to apply credit for several courses to the OT program curriculum.

DECISION ITEM USA-2:

University of South Alabama, Master of Science in
Rehabilitation Sciences – Occupational Therapy
(CIP 51.2314)

Staff Presenter:

Margaret Pearson
Academic Program Review Analyst

Staff Recommendation:

That the Commission approve the proposed Master of Science in Rehabilitation Sciences – Occupational Therapy.

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

Implementation Date: The proposed program will be implemented in August 2019. Based on Commission policy, the proposed program must be implemented by June 8, 2021, 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 2020-21, will be at least 16, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2025-26 (six-year average) will be at least 3.75, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (2).
3. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, and to also include data showing related employment and/or acceptance into a graduate program.
4. USA agrees to ensure, document, and report that all expenses incurred to operate the MSRS Occupational Therapy program will be funded from revenues generated from the program.
5. Further, in the event that MSRS Occupational Therapy program revenues are not sufficient to cover all expenses, USA agrees that no state funding will be utilized to support the program.
6. USA agrees to provide an annual accounting of program expenditures to the Commission.
7. USA agrees to notify ACHE upon modification of the terms if any Memoranda of Understanding with

international institutions related to the proposed program.

The University of South Alabama (USA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2026.

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 August 17, 2018. 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 Rehabilitation Science – Occupational Therapy								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
FACULTY	55,000	55,000	55,000	55,000	55,000	55,000	55,000	385,000
LIBRARY								
FACILITIES								
EQUIPMENT								
STAFF	6,250	10,000	12,500	12,500	12,500	12,500	12,500	78,750
ASSISTANTSHIPS	8,000	8,000	8,000	8,000	8,000	8,000	8,000	56,000
OTHER	75,500	75,500	75,500	75,500	75,500	75,000	75,000	528,500
TOTAL	144,750	148,500	151,000	151,000	151,000	151,000	151,000	1,048,250
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL
INTERNAL REALLOCATIONS								
EXTRAMURAL								
TUITION	140,000	224,000	280,000	420,000	560,000	560,000	560,000	2,744,000
TOTAL	140,000	224,000	280,000	420,000	560,000	560,000	560,000	2,744,000
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	6-YEAR AVERAGE
FULL TIME HEADCOUNT	Year 1 - No data reporting required	8	10	15	20	20	20	15.5
PART TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	8	10	15	20	20	20	15.5
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	8	10	15	20	20	20	15.5
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	4	6	8	12	16	16	10.3

Attachment 2

Summary of Background Information

Master of Science in Rehabilitation Sciences – Occupational Therapy
University of South Alabama

Role: The University of South Alabama is authorized to offer programs at the master's level.

Objectives: Students will be able to:

- Describe and discuss entry-level and advanced clinical services in a variety of healthcare settings.
- Produce evidence-based research, thereby contributing to the scholarly body of evidence-based practice in the field of Occupational Therapy.
- Describe and investigate leadership skills that impact the delivery of high quality care to patients.
- Describe and investigate skills necessary to fulfill the role as patient educator, clinical educator, and faculty member.

Assessment: The assessment process for the International Linkage Program courses will include a variety of assignments designed to measure student learning and prepare graduates to provide entry-level and advanced clinical services in various healthcare settings. All of these assessments will be used to track and monitor student acquisition of learning outcomes. The International Linkage Program assessment methods are designed to give students the opportunity to develop their clinical, scholarly, and leadership skills so that they may serve as patient educators, clinical educators, and/or clinicians.

The intent of the program is to demonstrate improved health outcomes by improving the quality of care through fostering specific skills in students. The International Linkage Program will be a tangible and deliverable academic product that is continually reviewed and evaluated by the faculty. Course assessment activities will include reflective writings, presentations, practical exams, and laboratory testing of both psychomotor and cognitive domains. Faculty will use the course assessment activities to evaluate accomplishment of course objectives. Program oversight will be provided by the College of Allied Health Professions Director of Graduate Studies and program faculty. Students will submit course assignments directly to course faculty or through USA's learning management software, USA Online.

The overall evaluation of the program will be guided by the USA Annual Assessment Program, which requires that faculty review data for each Student Learning Outcome (SLO) and target action planning for any SLO that does not meet benchmarks. The Dean of the Covey College of Allied Health will monitor the progress each semester, as well as more formally on an annual basis, via the USA Annual Assessment Program.

As follow-up, an annual survey of graduates will be completed to evaluate the program's success. Questions will include employment and graduate education questions. Students will be expected to hold enhanced positions with greater clinical authority and responsibility after graduation.

Administration: The program will be administered by the Pat Capps Covey College of Allied Health Professions, Gregory H. Frazer, Dean; and the Department of Occupational Therapy, Dr. Donna Wooster, Chairperson.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). One dean participated in the final review of the proposal. The recommendation was to not approve the program.

Accreditation: According to the proposal, there is no accrediting body for this program. Graduates of this program will not be eligible for licensure in the United States and all program materials will include this information.

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

Occupational Therapy Fundamentals	3
Neurological and Sensorimotor Function I	4
Rehabilitation	3
Neurological and Sensorimotor Functions II	3
Biomechanical Function and Intervention	3
Rehabilitation and the Aging Adult	3
Evidence-Based Clinical Reasoning	3
Psychosocial Interventions	3

The program will have the following requirements for completion:

Major courses:	30 semester hours
Required or Free Electives:	0
Thesis or dissertation:	0
Total:	30

Collaboration: There are no other master's degree programs in the occupational therapy or rehabilitation sciences that provide linkages to international universities in the State of Alabama. This program will have no impact on the recruitment or enrollment of the Doctor of Physical Therapy, Master of Science in Occupational Therapy, or Master of Science in Speech Language Pathology programs at USA or at other Alabama institutions. The University of South Alabama is currently working with Duquesne University, who offers a similar program.

Distance Education: According to the proposal, none of the total program's courses offered will be provided by distance education (0 percent). Distance education would not be effective in meeting USA's diversity and global perspective goals and programs in which students integrate into U.S. culture are more attractive to international students than are online programs. Some components of distance education within courses may be utilized, but all courses will be delivered in a face-to-face setting.

Admissions: Applicants must have earned an undergraduate degree in a closely related field and meet the general USA requirements for entry into graduate study.

Need: The State of Alabama's innovation ecosystem is becoming increasingly global and must be so to remain competitive. The link between networking, international exchanges, and innovation is well known as a driving force in job creation. For example, the State's fifth place ranking in the US for medical technology job creation is in large part due to global innovation partnerships. This International Linkage Program will provide the State an additional platform for global collaboration in education, research, and healthcare. This program will bring highly trained international clinicians

to the Pat Capps Covey College of Allied Health Professions to interact with USA's Occupational Therapy faculty and students.

This East-West exchange will provide a rich environment for our students and clinical and didactic faculty to learn about population and socialized medicine, as well as traditional Eastern forms of Traditional Chinese Medicine. Student and faculty participation in international rehabilitation research teams and extramural grants will foster innovation in education and healthcare, thus accelerating the State's ability to absorb and leverage emerging trends and innovations.

Graduates will be eligible to become practicing rehabilitation professionals in China and will return to their home country, unless accepted into advanced educational programs in the US upon graduation. Graduates of this program will not be eligible for licensure in the United States and all program materials will include this information.

The spillover effect of this program will be to increase the State's ability to create local jobs as a result of the networking and exchange of students and faculty and the partnerships that are developed with Chinese and potentially other international institutions and Chinese healthcare partners.

Career and College Readiness/Preparation -- Projected Job Openings

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Total
Local	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
State	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
SREB	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Nation	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Note: U.S. employment opportunities for this International Linkage Program are not applicable.

Student Demand: Student demand for the program is based on the need for rehabilitation clinicians in China. It is conservatively estimated that there are over 85 million adults and children in China who meet the international definition for disability (Zhang & Shen, 2014). Prior to the 1980's, the Chinese government used Traditional Chinese Medicine to treat these individuals. Unfortunately, the use of acupuncture, moxibustion, massage, and Qigong did not positively impact the effected individuals.

In recent years, over 2 million Chinese suffer cerebrovascular accidents every year that render 80 percent of these patients unable to live independently (Wang, 2014). Beginning in 1986, the central government began an initiative to provide community-based care. Since 1988, 24.6 million persons with disabilities have benefited from the key rehabilitation programs. By the end of 2013, community-based rehabilitation work had been carried out in 2,915 counties (cities, districts) across the country. As a result of the catastrophic effects of stroke and the overwhelming need for rehabilitation services, the central government has not been able to develop an effective "rehabilitation infrastructure" to prepare a sufficient number of clinicians to treat this large number of patients.

The government encourages universities with medical schools and health programs to partner with international universities to provide the education and training of physicians, nurses, rehabilitation technicians, physical therapists, and occupational therapists to enhance the rehabilitation skill set within China. It is estimated that 19,000 physical and occupational therapists and speech language pathologists are needed in Shanghai to meet the needs for

rehabilitation service in that city alone. The current coalition of universities is unable to graduate a sufficient number of clinicians to satisfy the demand.

Currently, the University of South Alabama has Memoranda of Understanding with Shanghai University of Traditional Chinese Medicine, Fujian University of Traditional Chinese Medicine, and Nanjing University of Traditional Chinese Medicine. During an upcoming March 3rd-11th visit to China, the USA Provost plans to execute four additional MOUs with Tongji University, Sanda University, Zhejiang Chinese Medical University, Qiqihar Medical University.

Resources:

Faculty:

Current Primary Faculty:

Full-time: 7

Part-time: 2

Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

There will be no additional faculty hired for the program. The faculty who teach in the program will be members of the Department of Occupational Therapy. USA does not anticipate new hires for either category. The \$55,000 annually would be used to compensate those current primary (9) faculty.

Support Staff: No additional support staff are needed.

Equipment: No special equipment will be needed specifically for this program.

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

Library: The Charles M. Baugh Biomedical Library is a 35,000 square foot facility that serves students in the College of Medicine, the College of Nursing, and the 11 programs in the College of Allied Health Professions. The collections housed at the Biomedical Library include scholarly books and journals, indexing and abstracting tools, and reference materials appropriate for this subject area in print and electronic formats and students are also able to access additional materials through interlibrary loan. As the Biomedical Library has already been judged to adequately support the needs of USA's Physical Therapy, Occupational Therapy, and Speech-Language Pathology students, the Executive Director of the Libraries has indicated that no additional library resources will be necessary for the proposed program.

Program Budget: The proposal projected that \$1,048,250 in estimated new funds will be required to support the proposed program, and that \$2,744,000 would be available from tuition.

Attachment 3

University of South Alabama
Master of Science in Rehabilitation Sciences – Occupational Therapy

OT 504 Human Motion and Movement w/ Lab	2
Occupational Therapy Fundamentals	3
OT 558 Environmental Adaption and Rehabilitation Technology	3
Neurological and Sensorimotor Function I	4
Rehabilitation	3
Neurological and Sensorimotor Functions II	3
Biomechanical Function and Intervention	3
Rehabilitation and the Aging Adult	3
Evidence-Based Clinical Reasoning	3
Psychosocial Interventions	3
TOTAL	30

INFORMATION ITEM 1: Implementation of Distance Education Programs

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Commission policy states that academic programs approved by the Commission do not require additional approval to be configured and offered as distance education programs. However, institutions preparing to offer existing programs as distance education offerings must report this intent to the Commission prior to implementation.

In compliance with the Commission's policy on distance education, the following institution has reported plans to implement the distance education program listed.

University of North Alabama:

Spanish, BA – CIP 16.0905

Supporting Documentation:

1. "Policy on Distance Education," Ala. Admin Code (Commission on Higher Education), r. 300-2-3-.04. Available upon request.
2. Written unpublished documentation provided by the institutions. Available upon request.

<u>INFORMATION ITEM 2:</u>	<u>Implementation of Non-Degree Programs at Senior Institutions</u>
<u>Staff Presenter:</u>	Ms. Margaret Pearson Academic Program Review Analyst
<u>Staff Recommendation:</u>	For information only.
<u>Background:</u>	<p>Commission guidelines state that non-degree programs of senior institutions, including pre-baccalaureate, post-baccalaureate, and postmaster'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.</p> <p>In accordance with these guidelines, the following institution has sent notification regarding the non-degree programs indicated:</p> <p><u>Auburn University</u></p> <p>Graduate Certificate in Crop and Soil Science</p> <p>The 15 credit-hour graduate certificate will allow students to continue to develop knowledge related to their present or desired job assignment beyond the bachelor's degree, and potentially to qualify for a position in a related professional field that does not require a master's degree. The broad range of courses offered allows each student to tailor the program to his or her individual professional requirements.</p> <p>Undergraduate Certificate in Liberal Arts Research</p> <p>The certificate will consist of 12 credit-hours from a menu of courses with substantial undergraduate research components. In addition to the credit hours completed, students will produce a culminated undergraduate research product such as an ePortfolio, public exhibition, lecture-recital, internship, peer-reviewed journal article, or accepted product.</p>
<u>Supporting Documentation:</u>	<ol style="list-style-type: none">1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM 3: 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.

Chattahoochee Valley Community College

<u>Field of Study</u>	<u>CIP Code</u>
Cybersecurity	11.0101
Mobile App Development	11.0101
Microsoft Office Specialist	11.0101
Customer Service Basic	11.0101
Information Technology Development	11.0101
Networking	11.0101
Administrative Technology	11.0101
Multimedia Graphic Design	11.0101

Central Alabama Community College

<u>Field of Study</u>	<u>CIP Code</u>
Administrative Medical Assistant	51.0801
Multi-Skilled Patient Care Technician	51.0801
Phlebotomy Technician	51.0801

Drake State Community and Technical College

<u>Field of Study</u>	<u>CIP Code</u>
Advanced Manufacturing w/emp in Welding – GMAW Welding – SMAW Welding – FCAW Welding - GTAW	15.0613

Gadsden State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Civil Engineering Technology w/emp in Mechanical Design	15.0201

Northwest Shoals Community College

<u>Field of Study</u>	<u>CIP Code</u>
Microcomputer Applications	11.0101
Swift Programming	11.0101

Wallace State Community College (Hanceville)

<u>Field of Study</u>	<u>CIP Code</u>
Computer Science w/emp in Geospatial Technology	11.0101

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 Community College System. Available upon request.

INFORMATION ITEM 4: Change in the Name and Establishment of Centers and Departments

Staff Presenter: 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), departments are an instructional unit encompassing a discrete branch of study; usually located within a division and/or a school or college.

Administrative changes at the department level, such as establishing a new department, combining two or more departments into a single department, or dividing a department into two or more departments are considered non-substantive and do not require Commission approval. However, before any of these changes may be implemented, they must be presented to the Commission as information items. If the administrative change creates a more prominent unit of instruction such as a division or school, Commission approval as a new unit is required.

Supporting Documentation:

1. "Definitions Recognized By The Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
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. Establishment of Units

- University of Alabama at Birmingham, Establishment of the Division of Pediatric Neurosurgery in the Department of Neurology in the University of Alabama School of Medicine
- University of Alabama at Birmingham, Establishment of the Depression and Suicide Center
- University of Alabama at Birmingham, Establishment of the Hugh Kaul Precision Medicine Institute Endowed Professorship
- University of Alabama, Establishment and Naming of the Hugh F. Culverhouse Jr. School of Law

B. Unit Name Changes

- University of Alabama at Birmingham, Change in the name of the Center for Information Assurance and Joint Forensic Research to the UAB Center for Cyber Security

C. Reorganization

None.

D. Dissolution

None.

<u>INFORMATION ITEM 5:</u>	<u>Changes to the Academic Program Inventory</u>
<u>Staff Presenter:</u>	Ms. Margaret Pearson Academic Program Review Analyst
<u>Staff Recommendation:</u>	For information only.
<u>Background:</u>	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.
<u>Supporting Documentation:</u>	<ol style="list-style-type: none">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.

Alabama A&M University	05.0299	Cultural Studies, BA
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B. Changes in CIP Codes, Program Titles, or Degree Nomenclature

The following changes in CIP codes, program titles, or degree nomenclature represent no changes in program requirements, content, and objectives and are recommended as information items.

University of Alabama at Birmingham	26.0102	Basic Medical Sciences, MSBMS <u>Multidisciplinary Biomedical Science, MS</u>
Auburn University	09.0401 <u>01.0802</u>	Journalism, BA/ BS <u>Agricultural Communications, BS</u>
Auburn University Montgomery	51.0701	Healthcare Administration, MS <u>MHA</u>

C. Programs Placed on Inactive Status

None.

INFORMATION ITEM 6: Annual Off-Campus Site Follow-Up Report for Academic Year 2017-2018

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: Annual off-campus site follow-up reports (Fall 2017 through Summer 2018) were collected from 2-year and 4-year institutions on November 5, 2018. The following institutions submitted reports:

2-year: Bishop State Community College
Calhoun State Community College
Chattahoochee Valley Community College
Coastal Alabama Community College
Drake State Community & Technical College
Enterprise State Community College
Gadsden State Community College
Ingram State Technical College
Jefferson State Community College
Lurleen B. Wallace Community College
Northeast Alabama Community College
Shelton State Community College
Southern Union State Community College
Wallace Community College (Dothan)
Wallace State Community College (Hanceville)
Wallace Community College (Selma)

4-year: Alabama A&M University
Athens State University
Auburn University
Troy University
University of Alabama
University of Alabama at Birmingham
University of Montevallo
University of North Alabama
University of South Alabama

A total of 25 (66 percent) of 38 institutions deliver off-campus instruction. There are 16 (67 percent) of 24 two-year colleges delivering off-campus instruction; 9 (64 percent) of 14 universities deliver off-campus instruction. Currently, there are a total of 91 approved sites; 63 two-year sites (69 percent) and 28 university sites (31 percent).

Of the 91 approved sites 62 are active and 29 are inactive.

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 7: Extensions/Alterations to Existing Programs of Instruction

Staff Presenter: Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The Code of Alabama, 1975, Section 16-5-8 (c) states,

“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 any 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. No state funds shall be expended by any public institution on any new unit or program of instruction which has not been approved by the commission.... The term "new unit of instruction,".... does not include reasonable extensions or alterations of existing curricula, or programs which have a direct relationship to existing programs. The commission may, under its rulemaking power, define the character of the reasonable extensions and alterations.”

As directed in the Code of Alabama Section cited above, the Alabama Commission on Higher Education has defined what is considered as “reasonable.” See Alabama Administrative Code (Commission on Higher Education), r. 300-2-1-.06”.

The staff has reviewed the items listed in Attachment 1 and has determined that they are reasonable extensions/alterations of existing programs.

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

Supporting Documentation:

1. Attachment 1: Proposed Extensions and Alterations to Existing Programs.
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. “Guidelines for Approval of Certificate Programs in Existing Associate Applied Science (AAS) and Associate in Applied Technology (AAT) Programs.” Available upon request.
4. Written unpublished documentation provided by the institutions. Available upon request.

Attachment 1

Proposed Extensions and Alterations to Existing Programs of Instruction
December 7, 2018

Alabama Community College System

1. *Trenholm State Community College*, Addition of Options in Equipment Service/Maintenance Technician; Architecture and Engineering Design Technology; Residential/Commercial Electrician; Industrial Systems Automation Mechanical; Industrial Systems Automation Instrumentation; Precision Machining; Robotics/Mechatronics; and Welding Technology to the Existing AAS in Automotive/Advanced Manufacturing (CIP 15.0613)
2. *Trenholm State Community College*, Addition of Options in Architecture and Engineering Design Technology; Industrial Systems Automation Mechanical; Industrial Systems Automation Instrumentation; Precision Machining; and Robotics/Mechatronics to the Existing Certificate in Automotive /Advanced Manufacturing (CIP 15.0613)
3. *Wallace State Community College (Hanceville)*, Addition of an Option in Cardiovascular Sonography to the Existing AAS in Diagnostic Medical Sonography (CIP 51.0910)
4. *Wallace State Community College (Hanceville)*, Addition of an Option in Geospatial Technology to the Existing AAS in Computer Science (CIP 11.0101)

Four Year Institutions

University of Alabama at Birmingham

1. Addition of a Concentration in Entrepreneurship to the Existing MBA in Business Administration (CIP 52.0201)
2. Addition of Concentrations in American Politics and Political Theory, Global Politics and Policy, and Human Rights and Social Justice to the Existing BA in Political Science (CIP 45.1001)

University of Alabama

3. Addition of Concentrations in Exercise Science and Physical Education to the Existing BSEd in Kinesiology (CIP 31.0505)