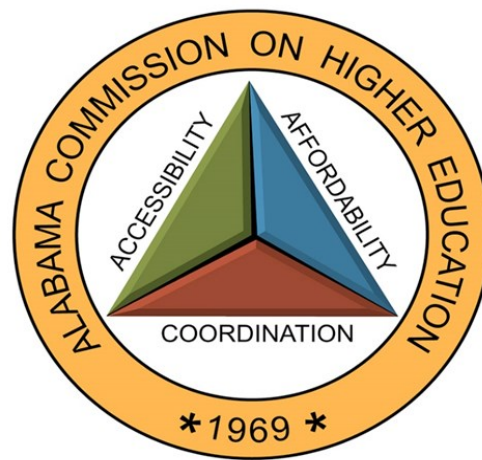
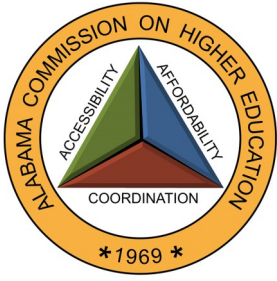


Alabama Commission on Higher Education  
RSA Union Building, 100 North Union Street, Room 782  
Montgomery, Alabama 36104  
Office: 334-242-1998  
Fax: 334-242-0268  
Website: [www.ache.edu](http://www.ache.edu)

**COMMISSION MEETING**  
Public Service Commission Hearing Room  
RSA Union Building, 9<sup>th</sup> floor  
100 North Union Street  
Montgomery, AL 36104

*September 13, 2019*  
*10:00 a.m.*





# AGENDA

## ALABAMA COMMISSION ON HIGHER EDUCATION

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

September 13, 2019  
10:00 a.m.

<b>I.</b>	<b>Call to Order / Pledge of Allegiance</b>	
<b>II.</b>	<b>Roll Call of Members and Determination of Quorum</b>	
<b>III.</b>	<b>Approval of Agenda</b>	
<b>IV.</b>	<b>Consideration of Executive Committee Minutes of June 7, 2019</b>	1
	<b>Consideration of Minutes of June 7, 2019</b>	2
<b>V.</b>	<b>Chairman’s Report</b>	
	<i>Commissioner Charles Sanders</i>	
	<ul style="list-style-type: none"> <li>• Welcome to New Board Members</li> <li>• Nominating Committee Report</li> <li>• Election of Officers</li> </ul>	
<b>VI.</b>	<b>Executive Director’s Report</b>	
	<i>Dr. Jim Purcell</i>	
<b>VII.</b>	<b>Discussion Items</b>	
	<b>A. Open Education Resources</b>	
	<b>B. Governor’s Office for Education and Workforce Transformation (GOEWT)</b>	
	<b>C. Initiative Updates</b>	
	<b>D. ACHE 50th Anniversary</b>	
<b>VIII.</b>	<b>Decision Items</b>	
	<b>A. Fiscal Year 2019-20 Operations Plan</b>	7
	<i>Staff Presenter: Mrs. Veronica Harris</i>	
	<b>B. Public Drawing to Determine the Order of Payment of Alabama Student Grant Program (ASGP) Funds for the 2019-2020 Academic Year</b>	10
	<i>Staff Presenter: Mrs. Cheryl Newton</i>	
	<b>C. Approval of 2020 Meeting Schedule</b>	11
	<i>Staff Presenter: Mr. Tim Vick</i>	
	<b>D. Preliminary Approval of Amendments to the Administrative Procedures for the Alabama Math and Science Teacher Education Program– Loan Repayment Program</b>	12
	<i>Staff Presenter: Mr. Tim Vick</i>	
	<b>E. Forever Wild Appointment of Board Member</b>	17
	<i>Staff Presenter: Mrs. Margaret Gunter</i>	



## F. Academic Programs

### 1. Request to Amend Post-Implementation Conditions

*Staff Presenter: Ms. Margaret Pearson*

a. Alabama State University: Bachelor of Science in Forensic Biology (CIP 43.0111) ..... 18

b. University of South Alabama: Master of Music in Music (CIP 50.0901) ..... 20

### 2. Auburn University at Montgomery

Bachelor of Social Work in Social Work (CIP 44.0701) ..... 23

*Staff Presenter: Dr. Robin McGill*

### 3. Alabama A&M University

a. Master of Science in Mechanical Engineering in Mechanical Engineering (CIP 14.1901) ..... 33

*Staff Presenter: Dr. Robin McGill*

b. Master of Science in Electrical Engineering in Electrical Engineering (CIP 14.1001) ..... 42

*Staff Presenter: Dr. Robin McGill*

c. Bachelor of Arts in Visual Art (CIP 50.0702) ..... 50

*Staff Presenter: Dr. Robin McGill*

### 4. Troy University

a. Bachelor of Science in Geographic Information Sciences (CIP 45.0702) ..... 62

*Staff Presenter: Dr. Robin McGill*

b. Master of Science in Applied Behavior Analysis (CIP 42.2814) ..... 70

*Staff Presenter: Dr. Robin McGill*

c. New Off-Campus Sites: Birmingham Resource Center and Huntsville Regional Center ..... 78

*Staff Presenter: Dr. Robin McGill*

### 5. University of Alabama

Master of Science in Management Information Systems (CIP 52.1201) ..... 83

*Staff Presenter: Dr. Robin McGill*

### 6. University of Alabama at Birmingham

a. Master of Science in Health Services Research (CIP 51.9999) ..... 92

*Staff Presenter: Dr. Robin McGill*

b. Master of Arts in Cultural Heritage Studies (CIP 30.1202) ..... 100

*Staff Presenter: Dr. Robin McGill*

### 7. University of North Alabama

Executive Doctor of Business Administration in Business Administration (CIP 52.0201) ..... 109

*Staff Presenter: Dr. Robin McGill*

### 8. University of Montevallo

a. Bachelor of Science in Early Childhood Education and Teaching (CIP 13.1210) ..... 118

*Staff Presenter: Dr. Robin McGill*

b. Master of Science in Exercise Science (CIP 31.0505) ..... 127

*Staff Presenter: Dr. Robin McGill*



## G. Information Items

1. Distribution of 2019-2020 Alabama Student Assistance Program (ASAP) Funds ..... **136**  
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  2. University of South Alabama: New Exempt Off-Campus Site ..... **137**  
*Staff Presenter : Margaret Pearson*
  3. Wallace State Community College (Selma): New Exempt Off-Campus Site ..... **140**  
*Staff Presenter : Margaret Pearson*
  4. Implementation of Non-Degree Programs at Senior Institutions ..... **143**  
*Staff Presenter : Margaret Pearson*
  5. Changes to the Academic Program Inventory ..... **148**  
*Staff Presenter : Margaret Pearson*
  6. Implementation of New Short Certificate Programs (Less Than 30 Semester Hours) ..... **150**  
*Staff Presenter : Margaret Pearson*
  7. Extensions/Alterations to Existing Programs of Instruction ..... **152**  
*Staff Presenter : Margaret Pearson*
  8. Change in the Name and Establishment of Centers and Departments ..... **155**  
*Staff Presenter : Margaret Pearson*
  9. Summary of Post-Implementation Reports ..... **157**  
*Staff Presenter : Margaret Pearson*
- a. Programs that met Post-Implementation Conditions**
- i. University of South Alabama, Program: Doctor of Education in Educational Leadership ·  
(CIP 13.0401) ..... **159**
- b. Programs that did not meet Post-Implementation Conditions**
- i. Alabama State University , Program: Bachelor of Science in Forensic Science  
(CIP 43.0111) ..... **161**
  - ii University of South Alabama, Program: Master of Music in Music (CIP 50.0901) ..... **162**

## H. Adjournment

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**ALABAMA COMMISSION ON HIGHER EDUCATION  
EXECUTIVE COMMITTEE**

**MINUTES OF MEETING  
June 7, 2019**

**I. Call to Order**

The Alabama Commission on Higher Education met in Executive Committee session on Friday, June 7, 2019 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Sanders called the meeting to order at 9:45 a.m.

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

Executive Committee present: Charles Sanders-Chair, Charles Buntin, Amy Price, and Stan Pylant.

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

**III. Approval of Agenda**

RESOLVED: Commissioner Buntin moved to adopt the published agenda for the June 7, 2019 meeting of the Executive Committee. Commissioner Price seconded. The agenda was approved.

**IV. Consideration of Minutes of March 15, 2019.**

RESOLVED: Commissioner Pylant moved for approval of the March 15, 2019 minutes. Commissioner Price seconded. Motion carried. The minutes were approved.

**V. Adjournment**

Commissioner Sanders adjourned the Executive Committee meeting at 9:47 a.m.

\_\_\_\_\_  
Charles Sanders, Chairman

Sworn to and subscribed before  
me this the \_\_\_\_ day of \_\_\_\_\_  
2019.

\_\_\_\_\_  
James E. Purcell, Executive Director

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

**ALABAMA COMMISSION ON HIGHER EDUCATION**

**MINUTES OF MEETING**

**June 7, 2019**

**I. Call to Order**

The Alabama Commission on Higher Education met in regular session on Friday, June 7, 2019 in the Public Service Commission Hearing Room, RSA Union Building, 100 North Union Street, Montgomery, Alabama. Commissioner Sanders called the meeting to order at 10:00 a.m.

Commissioner Sanders lead the audience in the Pledge of Allegiance. He welcomed institutional representatives and two Presidents who were in attendance, President Matt Rodgers, Enterprise State Community College and Chancellor Jack Hawkins, Troy University.

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

Dr. Purcell called the roll and he affirmed there was a quorum of members present.

Members present: Charles Buntin, Karen Calametti, Charles Sanders-Chair, Norman Crow, Amy S. Price, Stan R. Pylant, and Larry V. Turner. Members absent: Charles Ball, Miranda B. Frost, Patricia McGriff, and Timothy Gyan.

**III. Approval of Agenda**

The agenda was amended in two places. The first change was a decision item under Academic Programs, the degree name of a Troy University program which should have read "Doctor of Philosophy in Global Leadership." The words "*and innovation*" were removed from the program name. It was listed correctly in the appropriate item on page 25. Also, two Information Items were added. These were baccalaureate certificate programs developed by Athens State University, one in Cybersecurity Operations and the other in Information Security. Information regarding those certificate programs are available upon request.

RESOLVED: Commissioner Pylant moved to adopt the amendments to the published agenda for the June 7, 2019 meeting. Commissioner Price seconded. Motion carried. The amended agenda was approved.

**IV. Consideration of Minutes of March 15, 2019.**

RESOLVED: Commissioner Calametti moved for approval of the March 15, 2019 minutes. Commissioner Price seconded. Motion carried. The minutes were approved.

**V. Chairman's Report**

Commissioner Sanders announced the appointment of the Nominating Committee for the election of officers. Committee members appointed were Commissioners Calametti-Chair, Frost, and Gyan. The committee will report at the September meeting of the Commission. He also appointed Commissioners to the following committees: Instructional Affairs Committee members are Calametti, Pylant, Turner, and Frost. The Finance Committee members are McGriff, Buntin, Crow, Price and Gyan.

Commissioner Sanders discussed the possibility of changing the day of the week the commission meetings are held. He welcomed feedback from the commissioners and a decision will be made during the September meeting when the calendar is voted on for the next year.

Commissioner Sanders shared some words of appreciation for Commissioner Charles Ball whose term is ending. Sanders recognized his service to the commission for the last 9 years. Although Charles Ball was not present, Sanders wanted to share his appreciation for his time served on the Commission.

Commissioner Sanders recognized the newly appointed Commissioner, Larry V. Turner and welcomed him to the ACHE commission.

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

Dr. Purcell reported on the following:

- Updates to other state comparisons
- Equity Adjustments
- West Alabama success with their first doctoral degree program

A copy of the power point presentation can be found on the ACHE website at [www.ache.edu](http://www.ache.edu).

At the conclusion of Dr. Purcell's report, he introduced three faculty members to speak about the Open Educational Resources (OER) grant program and the impact it has had on the institutions. The faculty OER presenters were Dr. Lauren Ashley Kitchen, Jefferson State Community College; Dr. Kiietti Walker-Parker, Alabama A&M University; and Dr. Angela Fowler, Auburn University Montgomery. They all described how the OER projects helped save students money, provided equitable access to education materials and the positive impact it had on student retention and success.

## **VII. Discussion Items**

### **A. 2019 Alabama Commission on Higher Education Legislative Agenda**

Margaret Gunter gave an overview of the current legislative session.

A copy of the power point presentation can be found on the ACHE website at [www.ache.edu](http://www.ache.edu).

### **B. Trends in Higher Education**

Dr. Robin McGill presented an overview of Trends in Higher Education.

A copy of the power point presentation can be found on the ACHE website at [www.ache.edu](http://www.ache.edu).

## **VIII. Decision Items**

### **A. Ratification of Actions Taken by the Executive Committee of the Alabama Commission on Higher Education on March 15, 2019**

Tim Vick summarized the actions taken by the Executive Committee on March 15, 2019. He indicated that the actions taken by the Executive Committee required approval by the full Commission and recommended approval from the full Commission.

RESOLVED: Commissioner Pylant moved to ratify the actions taken by the Executive Committee on March 15, 2019. Commissioner Buntin seconded. Motion carried.

## **B. Academic Programs**

### **ALABAMA COMMUNITY COLLEGE SYSTEM (ACCS)**

#### **ENTERPRISE STATE COMMUNITY COLLEGE**

1. Associate in Applied Science in Machine Tool Technology (CIP 48.0507)

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

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

#### **WALLACE STATE COMMUNITY COLLEGE (Selma)**

1. New Off-Campus Site: New Era Building

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 Pylant seconded. Motion carried.

### **FOUR-YEAR INSTITUTIONS**

#### **UNIVERSITY OF ALABAMA (UA)**

1. Master of Science in Hospitality Management (CIP 52.0901)

Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Turner moved to accept the staff recommendation for approval. Commissioner Price seconded. Motion carried.

#### **TROY UNIVERSITY (TROY)**

1. Doctor of Philosophy in Global Leadership and Innovation (CIP 52.0213)

Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Crow moved to accept the staff recommendation for approval. Commissioner Price seconded. Motion carried.

#### **UNIVERSITY OF WEST ALABAMA (UWA)**

1. Bachelor of Science in Nursing (CIP 51.3801)

Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

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



**JACKSONVILLE STATE UNIVERSITY(JSU)**

1. Master of Athletic Training in Athletic Training (CIP 51.0913)

Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Turner moved to accept the staff recommendation for approval. Commissioner Pylant seconded. Motion carried.

**AUBURN UNIVERSITY(AU)**

1. Master in Science in Teaching English for Specific Purposes (CIP 13.1206)

Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

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

**C. Request to Amend Post-Implementation Conditions:**

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

Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Price moved to accept the staff recommendation for approval. Commissioner Crow seconded. Motion carried.

2. University of West Alabama, Master of Science in Experimental Psychology (CIP 42.2704)

Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval.

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

**IX. Information Items**

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

1. Summary of Post-Implementation Reports
2. Jacksonville State University, Addition of a Class B Dual Certification in Health Education (6-12) and Physical Education (P-12) to the Existing BSED in Physical Education (CIP 13.1314)
3. Jacksonville State University, Exempt Off-Campus Site Offerings (Dual Enrollment)
4. University of South Alabama, Addition of a Class A Teaching Certificate in Music
5. Implementation of Distance Education Programs
6. Implementation of Non-Degree Programs at Senior Institutions
7. Implementation of New Short Certificate Programs (Less than 30 Semester Hours)

- 8. Change in the Name and Establishment of Centers and Departments
- 9. Changes to the Academic Program Inventory
- 10. Extensions/Alterations to Existing Programs of Instruction

**X. Adjournment**

The meeting was adjourned at 11:20 a.m. The next meeting of the Commission is scheduled for September 13, 2019.

\_\_\_\_\_  
Charles Sanders, Chairman

Sworn to and subscribed before  
me this the \_\_\_\_ day of \_\_\_\_\_  
2019.

\_\_\_\_\_  
Jim Purcell, Executive Director

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

DECISION ITEM: A Fiscal Year 2019-20 Operations Plan

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

Staff Recommendation: That the Commission approve the proposed Operations Plan for Fiscal Year 2019-20.

Background: The purpose of the Operations Plan is to ensure that the objectives of the Legislature's FY 2020 appropriations are satisfied. Each agency is required to submit a plan for each budget unit showing expenditures for each quarter of the fiscal year. This plan, which was due to the Executive Budget Office on July 31, 2019, was submitted in draft form, pending approval of the Commission.

In Fiscal Year 2019-20, the Commission's total budget will be \$41,056,260. This is a \$9,032,327 increase from FY 2018-19 budget of \$32,023,933.

There are three new line items in the FY 2019-20 budget. They are:

Deferred Maintenance	\$4,000,000
Alabama Recruit and Retain Minority Teachers Pilot Program	\$ 500,000
Forestry Commission Education Program	\$ 200,000

The following programs received the following increases in the FY 2019-20 budget:

Operations and Maintenance	\$ 245,574
Alabama Student Assistance Program	\$1,250,000
Alabama Student Grant Program	\$1,485,156
Alabama National Guard Educational Assistance Program.	\$ 228,550
Police Officers & Firefighters Survivors Education Assistance Program	\$ 51,275
Southern Regional Education Board	\$ 31,264
Network of Alabama Academic Libraries	\$ 2,180
AGSC/STARS	\$ 18,200
EPSCoR	\$ 57,128
Alabama Agricultural Land Grant Alliance	\$ 200,000
Resource Conservation & Development	\$ 600,000
Soil and Water Conservation Committee	\$ 350,000
Forestry Foundation Black Belt Initiative	\$ 40,000
Alabama Black Belt Treasures	\$ 30,000

The following program received a decrease in the FY 2019-20 budget:

Alabama Humanities Foundation	\$(150,000)
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All of the other programs were level funded.

As for sources of revenue, in the coming fiscal year, approximately 98.9% of the Commission's funds comes from the state's Education Trust Fund and 1.1% comes from local funds. ACHE no longer receives any funds from the federal government.

In FY 2019-20, approximately 87.5 of the Commission's budget will be directed toward Grants and Benefits. The operations portion of the budget represents approximately 12.5% of the total funds available.

Supporting Documentation:

1. EBO Form 8. Agency Summary. Attached.
2. FY 2019-20 Operations Plan. Entire Document. Available upon request.

ALABAMA COMMISSION ON HIGHER EDUCATION  
September 13, 2019

STATE OF ALABAMA  
EBO FORM NO. 8  
REVISION NO.:  
DATE:

OPERATIONS PLAN  
FISCAL YEAR 2019-2020

AGENCY NO. 319

AGENCY NAME: ALABAMA COMMISSION ON HIGHER EDUCATION

=====

APPROPRIATION UNIT NAME:	AGENCY SUMMARY	APPROPRIATION UNIT NO.:	152, 153,340
ACTIVITY NAME:	ALL ACTIVITIES	ACTIVITY NO.:	172, 189, 151
BUDGET ORG. NAME:		BUDGET ORG NO.:	ALL

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OBJECTIVE

	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER	TOTAL
NUMBER OF EMPLOYEES:	26	30	31	31	XXXXXXXXXX

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CODE EXPENDITURES BY  
NO. MAJOR OBJECT:

01	PERSONNEL COSTS	972,529	716,321	716,321	603,356	3,008,527
02	EMPLOYEE BENEFITS	258,206	223,322	223,322	199,701	904,551
03	TRAVEL-IN-STATE	8,825	9,925	11,525	10,375	40,650
04	TRAVEL-OUT-OF-STATE	11,400	9,200	10,345	13,000	43,945
05	REPAIRS AND MAINTENANCE	1,100	1,300	1,800	1,300	5,500
06	RENTALS & LEASES	142,938	161,743	135,633	149,037	589,351
07	UTILITIES & COMMUNICATIONS	14,500	12,460	12,000	14,500	53,460
08	PROFESSIONAL SERVICES	28,466	15,990	15,885	51,540	111,881
09	SUPPLIES & OPERATIONS	94,841	35,500	35,500	59,108	224,949
10	TRANSPORTATION EXPENSES	2,500	2,500	4,500	5,500	15,000
11	GRANTS, BENEFITS & CLAIMS	8,922,057	9,000,281	8,984,792	9,019,531	35,926,661
12	CAPITAL OUTLAY					
13	TRANSPORTATION PURCHASES			35,000		35,000
14	OTHER EQUIPMENT PURCHASES	7,650	8,540	10,460	70,135	96,785
15	DEBT SERVICE					
16	NON-EXPENDITURE DISB.					
TOTAL EXPENDITURES		10,465,012	10,197,082	10,197,083	10,197,083	41,056,260

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SOURCE OF FUNDS

FUND FUND NAME  
NO.

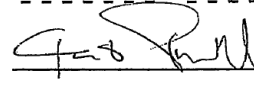
403	FUNDS BROUGHT FWD(FEDERAL)	-	-	-	-	-
754	FUNDS BROUGHT FWD (TSPAT)					
200	ETF	10,355,953	10,088,022	10,088,023	10,088,023	40,620,021
403	FEDERAL AND LOCAL	109,059	109,060	109,060	109,060	436,239
458	AGSLP					
1160	FUNDS BROUGHT FWD(MONITOR)					
778	SAILS					
200	COLA SALARY INCREASE					
1170	AL STUDENT ASSISTANCE KNIGHT					
TOTAL SOURCE OF FUNDS		10,465,012	10,197,082	10,197,083	10,197,083	41,056,260

=====

EBO USE ONLY

DATE:

APPROVED:



A:

DATE:

7-23-19

DECISION ITEM: B

Public Drawing to Determine the Order of Payment of  
Alabama Student Grant Program (ASGP) Funds for the  
2019-2020 Academic Year

Staff Presenter:

Mrs. Cheryl Newton  
Manager of Grants and Scholarships

Staff Recommendation:

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

Background:

Chapter 300-4-.04 of the Alabama Student Grant Program Regulations states the order in which institutions will be issued Fall term checks shall be determined by a random and public drawing of institutions. Pursuant to the regulations, sealed envelopes with the names of the institutions which have declared their intentions to apply for participation in the ASGP for the 2019-2020 academic year have been provided to the Commission Chairman, Mr. Sanders, in order for the drawing to be held.

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

Supporting Documentation:

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

DECISION ITEM: C

Approval of 2020 Meeting Schedule

Staff Presenter:

Tim Vick  
Director of Operations and Fiscal Services

Staff Recommendation:

That the Commission approve the proposed meeting schedule for 2020.

The following dates are all Fridays.

Proposed Meeting Schedule for 2020

March 13, 2020  
June 12, 2020  
September 11, 2020  
December 11, 2020

Background:

The proposed schedule was developed with the following considerations:

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

Supporting Documentation:

None.

DECISION ITEM: D

Preliminary Approval of Amendments to the Administrative Procedures for the Alabama Math and Science Teacher Education Program – Loan Repayment Program

Tim Vick  
Director of Operations and Fiscal Services

Staff Recommendation:

That the Commission preliminarily approve the proposed amendments to Chapter 300-4-12 of the administrative procedures related to the Alabama Math and Science Teacher Education Program (AMSTEP).

Background:

Alabama Act 2019-389 amended the Code of Alabama, 1976, Title 16-5-50, et.sec. by adding the field of Computer Science to the Alabama Math and Science Teacher Education Program – Loan Repayment Program. The proposed amendments simply add the language from Act 2019-389 to the existing procedures which currently only cover math and science.

Additions are underlined, deletions are struck through.

Code of Alabama, 1975, Title 16-5-53(a) authorizes the Alabama Commission on Higher Education to adopt any rules necessary for the administration of AMSTEP - Loan Repayment Program.

Supporting Documentation:

1. Proposed amendments to Chapter 300-4-12 of the Alabama Administrative Code (attached).



**ALABAMA MATH AND SCIENCE TEACHER EDUCATION PROGRAM  
(AMSTEP)**

300-4-12-.07 Organization for Loan Repayment Program – **NO CHANGES**

(1) It is the responsibility of the Alabama Commission on Higher Education (ACHE) to establish rules and regulations for the administration and implementation of the Alabama Math and Science Teacher Education Program (AMSTEP) Loan Repayment Program. The program will be administered in accordance with the policies and procedures established by the Alabama Commission on Higher Education.

(2) The Alabama Commission on Higher Education appoints such staff as are necessary to ensure efficient operation of the program and is the final authority in determining eligible program applicants.

Author: Tim Vick

Statutory Authority: Alabama Act 2018-504

History: Filed September 19, 2018, Effective November 1, 2018

300-4-12-.08 Purpose of Loan Repayment Program - **CHANGES**

(1) To encourage individuals to enroll in and complete programs leading to Alabama certification in mathematics or science or computer science.

(2) To improve the educational system in Alabama by encouraging those who complete the program to accept math or science or computer 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.

Author: Tim Vick

Statutory Authority: ~~Alabama Act 2018-504~~ Code of Alabama, 1975, Title 16-5-53(a)

History: Filed September 19, 2018, Effective November 1, 2018; Amended: Filed September 17, 2019; Effective.

300-4-12-.09 Definitions for Loan Repayment Program - **CHANGES**

(1) APPROVED INSTITUTION. A state-supported institution of higher education or a private nonprofit institution of higher education that satisfies all of the following:

(a) Is accredited by the Southern Association of Colleges and Schools Commission on Colleges.

(b) Is approved by the Alabama State Board of Education (ALSBE) to prepare teachers of secondary math or science or computer science, or all three ~~both~~.

(c) Is eligible to receive Title IV federal student aid program funds.

(d) Maintains its primary headquarters in Alabama.

(2) COMMISSION. The Alabama Commission on Higher Education.

(3) ELIGIBLE APPLICANT. A person who satisfies the criteria set out in this act and is found to be eligible by rules adopted by the Alabama Commission on Higher Education.

(4) PROGRAM. The Alabama Math and Science Teacher Education Program created by this act and administered by the commission that provides loan repayments to a teacher with a valid Alabama professional educator certificate endorsed in math or science or computer science, who teaches math or science or computer science full-time in the Alabama public school system.

(5) SCIENCE. Biology, chemistry, physics, and general science. The ALSBE approved general science certificate includes all sciences with the exception of computer science.

(6) YEAR. A school year that shall be divided into fall and spring semesters. The term does not mean calendar, fiscal, or scholastic year.

Author: Tim Vick

Statutory Authority: ~~Alabama Act 2018-504~~ Code of Alabama, 1975, Title 16-5-53(a)

History: Filed September 19, 2018, Effective November 1, 2018; Amended: Filed September 17, 2019; Effective.

300-4-12-.10 Rule Making Authority for Loan Repayment Program – **NO CHANGES**

(1) The Alabama Math and Science Teacher Education Program shall be administered by the commission, which may adopt any rules necessary for the administration of the program.

Author: Tim Vick

Statutory Authority: Alabama Act 2018-504

History: Filed September 19, 2018, Effective November 1, 2018

300-4-12-.11 Eligible Applicants and Award Amounts for Loan Repayment Program - **CHANGES**

(1) Base Program: To be eligible for the base loan repayment program for math and science teachers of two thousand five hundred dollars (\$2,500) per semester worked or \$5,000 per year, for a maximum of four consecutive years, or to be eligible for the base loan repayment program for computer science teachers of one thousand five hundred dollars (\$1,500) per semester worked or \$3,000 per year, for a maximum of four consecutive years an applicant shall satisfy all of the following:

(a) Be a graduate of a ALSBE approved program in math or science or computer science beginning with the Spring term of 2018, at the baccalaureate or master's level, from an approved institution leading to an initial secondary professional educator certificate endorsed in math or science or computer science. A teacher who only earns a passing score on the Praxis test in math or science or computer science to add a certificate endorsement for math or science or computer science, and who has not completed an entire approved program, does not satisfy this requirement.

(b) Holds a valid Alabama professional educator certificate endorsed in secondary math or science or computer science, ~~or both~~ all three.

(c) Is teaching math or science or computer science full-time in an Alabama public school district or at an Alabama Public Charter School Commission approved charter school.

(d) Is a citizen or a lawful permanent resident of the United States.

(e) Has been a resident of Alabama for at least 12 months before the application deadline and provides documentation proving a permanent connection to the State of Alabama. The commission shall accept any one of the following as proof of residency:

1. A current valid Alabama driver's license.
2. A current valid Alabama vehicle registration.
3. A current valid Alabama voter registration card.

(f) Has outstanding federal student loans, subsidized or unsubsidized.

(2) Supplemental Program: In order to receive a supplement pursuant to this act, in addition to all of the criteria listed above, a recipient shall also teach math or science, or both, in a geographic area within the state with an acute teacher shortage in math or science, or both. The supplement is an additional two

thousand five hundred dollars (\$2,500) per year, or one thousand two hundred fifty dollars (\$1,250) per semester worked, for a maximum of four consecutive years. Computer Science teachers will not be eligible to receive the acute shortage area supplement, until such time as the Alabama Commission on Higher Education and the State Department of Education concur that there is sufficient need or resources, or both, available to allow its inclusion.

- (a) Geographic areas with acute shortages in math or science or both will be identified by the Commission in consultation with the State Department of Education.
- (b) The Commission will approve the geographic areas in which teachers will be eligible for the supplement.
- (c) The list of eligible geographic areas will be published on the Commission's website.

Author: Tim Vick

Statutory Authority: ~~Alabama Act 2018-504~~ Code of Alabama, 1975, Title 16-5-53(a)

History: Filed September 19, 2018, Effective November 1, 2018; Amended: Filed September 17, 2019; Effective.

### 300-4-12-.12 Application Procedures for Loan Repayment Program - **CHANGES**

- (1) Information concerning the Loan Repayment Program shall be:
  - (a) Sent to the Alabama State Department of Education for distribution to the local school districts;
  - (b) Sent to the Alabama Education Association for distribution to its members;
  - (c) Sent to the Schools/Colleges of Education at all Alabama State Board of Education approved institutions;
  - (d) Posted on the ACHE website.
- (2) Applications shall be made to the Commission on Higher Education. Applications shall be posted on the Commission's website.
- (3) Applications must be received by ACHE by August 1 of each year.
- (4) Loan repayment award recipients must reapply for the program annually.
- (5) In addition to the application, each applicant must submit the following:
  - (a) Documentation that they are a graduate of an approved institution offering ALSBE approved certification programs in math or science or computer science. Submitted one time.
  - (b) Documentation that they hold a valid Alabama professional educator certificate endorsed in secondary math or science or computer science, or ~~both~~ all three. Submitted one time and then again when renewed.
  - (c) Documentation from the employing school district or at an Alabama Public Charter School Commission approved charter school that they taught the previous semester. This may be a letter from either their superintendent's office or their supervising principal. Submitted prior to each requested payment.
  - (d) Documentation that they hold a federal student loan. Documentation must include the amount owed. If the award amount is larger than the outstanding loan balance, the award amount shall be reduced to the amount of the loan balance. Submitted prior to each requested payment.

Author: Tim Vick

Statutory Authority: ~~Alabama Act 2018-504~~ Code of Alabama, 1975, Title 16-5-53(a)

History: Filed September 19, 2018, Effective November 1, 2018; Amended: Filed September 17, 2019; Effective.

300-4-12-.13 Procedures for Loan Repayment Program – **NO CHANGES**

(1) The requirements of this program, are contingent upon available funding for the program. If funding is not adequate to cover the cost of all applicants, funds will be distributed based on a first come first serve basis.

(2) Loan repayment awards shall be distributed directly to the recipient teacher in two disbursements during the applicable year: One disbursement after January 1 and the second disbursement after June 1.

(3) Payments will not be distributed for partial completion of a semester of work.

(4) The recipient shall notify the commission in writing of any change in status within 30 days after the change. Failure to notify the commission of a change in status shall affect future eligibility. All of the following constitute a change in status:

- a. A change in name.
- b. A change in residence.
- c. A change in employment status.

(5) To receive a loan repayment check pursuant to this act, an approved applicant must register online with the State of Alabama's Comptroller Office. It is the responsibility of the individual to register, the Commission cannot register someone on the Vender Services System (VSS).

(6) A loan repayment check is considered income by the United States Internal Revenue Service and must be reported as such. Recipients shall be made aware of that fact.

(7) Any funds appropriated to the program are considered non-reverting.

Author: Tim Vick

Statutory Authority: Alabama Act 2018-504

History: Filed September 19, 2018, Effective November 1, 2018

300-4-12-.14 Appeal for Loan Repayment Program – **NO CHANGES**

Any person aggrieved by the actions 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 action complained of, request a rehearing by the Commission. The Commission shall schedule the requested rehearing no less than twenty (20) days, 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: Tim Vick

Statutory Authority: Alabama Act 2018-504

History: Filed September 19, 2018, Effective November 1, 2018

Friday, September 13, 2019

DECISION ITEM: E

Forever Wild Appointment of Board Member

Staff Presenter:

Mrs. Margaret M. Gunter  
Director of Communications & Governmental Relations

Staff Recommendation:

The staff recommends that the Commission appoint Dr. Sean P. Powers, Angelia and Steven Stokes Endowed Chair in Environmental Resiliency, University of South Alabama.

Background Information:

Act No. 91-219 established a Board of Trustees of the Alabama Forever Wild Land Trust. ACHE appoints three members to serve staggered terms (every two years) to the Forever Wild Board. The term of Dr. Michael Woods, Troy University, representing the southern district, will expire September 30, 2019.

Dr. Powers has been a pioneer and leader in the field of habitat restoration and conservation. He has published numerous articles on the importance of habitat quality for a wide variety of species. He is an expert in the use of habitat restoration and conservation to mitigate and compensate for natural resource damages. He has routinely been called upon by state and federal agencies to offer his professional opinion on habitat conservation and restoration. He founded the Marine Conservation and Resource Management Program at the University of South Alabama where he helps train the next generation of conservation scientists.

Dr. Powers is highly qualified to serve on the Forever Wild Board. The staff recommends that he be approved.

Supporting Documentation:

Resume of Dr. Powers (*available upon request*)

DECISION ITEM: F-1a

Request to Amend Post-Implementation Conditions:  
Alabama State University, Bachelor of Science in  
Forensic Biology (CIP 43.0111)

Staff Presenter:

Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation:

That the Commission approve the request to amend post-implementation conditions, as follows:

- 1) That an additional two-year review period (2019-20 and 2020-2021) for the program be granted.
- 2) In this additional review period, the program will meet a post-implementation condition of 7.5 graduates.

That the institution will submit, no later than September 1, 2021, a post-implementation report, demonstrating that the program met the post-implementation conditions for graduates for the specified period.

Background:

The Bachelor of Science in Forensic Biology program (CIP 43.0111) was approved by the Commission on September 13, 2013. The program was implemented in August 2014, seven months later than expected.

The program did not meet post-implementation conditions for graduates. The post-implementation report was filed with the Commission on June 10, 2019.

According to ASU officials, enrollment and graduation numbers were significantly lower than expected for the program's first two years. In the 2016-17 academic year, enrollment numbers increased dramatically from 3 students to 42, due to more successful recruitment efforts among freshman and current students.

The request is for a two-year timeframe extension to achieve the graduation annual average figure of 7.5, revised from the original request of 9 graduates.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.
2. Unpublished post-implementation reports and post-implementation requests for the Alabama State University. Available upon request.
3. "Guidelines for Consideration of Post Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

### Summary of Report on Post-Implementation Conditions

#### Alabama State University (2019 Report)

- Program: Bachelor of Science in Forensic Biology

Approved by Commission: September 13, 2013

Proposed Implementation Date: January 2014

Actual Implementation Date: August 2014

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning in 2014-15 will be at least 12, based on the proposal.
2. That the average number of graduates for the academic years 2016-17 through 2018-19 (three-year average) will be at least 9, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Bachelor of Science in Forensic Biology (CIP 43.0111)	Average New Enrollment Headcount 2014-15 through 2018-19	Average Number of Graduates, 2016-17 through and 2018-19	Percentage of Graduates Employed in The Field
Required	12	9	75%
Reported	73	5	100%

Condition 1: The program met the enrollment post-implementation requirement.

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

Condition 3: Employment or Continuing Education condition met.

Condition 4: The assessment condition was met.

DECISION ITEM: F-1b

Request to Amend Post-Implementation Conditions:  
University of South Alabama, Master of Music in Music  
(CIP 50.0901)

Staff Presenter:

Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation:

That the Commission approve the request to amend post-implementation conditions, as follows:

- 1) That an additional two-year review period (2019-20 and 2020-2021) for the program be granted.
- 2) In this additional review period, the program will meet a post-implementation condition of 7.5 new enrollments per year.
- 3) In this additional review period, the program will meet a post-implementation condition of 3.75 annual graduates, revised from the original condition of 7 graduates in accordance with ACHE guidelines.

That the institution will submit, no later than September 1, 2021, a post-implementation report, demonstrating that the program met the post-implementation conditions for new enrollments and graduates for the specified period.

Background:

The Master of Music program (CIP 50.0901) was approved by the Commission on December 7, 2012. The program was implemented in May 2014, as approved by the Commission. The University of South Alabama (USA) did not meet post-implementation conditions for new enrollments or graduates. The post-implementation report was filed with the Commission on May 28, 2019.

According to USA officials, the original "annual average new admissions headcount" figure of 10 students was based, in part, on the projected market of music educators in regional school systems who might be likely to enroll in the Music Education concentration. As it took longer than anticipated to receive approval for a Class A teaching certification in Music Education, it was much more challenging to recruit students. Since the certification has been approved, USA is anticipating an increase in enrollment as a result. The program and the department also changed leadership during the post-implementation period, but new leadership is now in place and both leaders are focused on the success of this program.

The request is for a two-year timeframe extension to achieve the new enrollment figure of 7.5 new enrollments, and a graduation annual average figure of 3.75, revised from the original request of 7 graduates.



Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," attached.
2. Unpublished post-implementation reports and post-implementation requests for the University of South Alabama. Available upon request.
3. "Guidelines for Consideration of Post Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

**Summary of Report on Post-Implementation Conditions**

**University of Alabama** (2019 Report)

- Program: Master of Music in Music (CIP 50.0901)

Approved by Commission: December 7, 2012

Proposed Implementation Date: May 2014

Actual Implementation Date: May 2014

Post-Implementation Conditions:

1. That the annual average new enrollment headcount, beginning in 2014-15 will be at least 10, based on the proposal.
2. That the average number of graduates for the academic years 2015-16 through 2018-19 (four-year average) will be at least 7, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Master of Music in Music (CIP 50.0901)	Average New Enrollment Headcount 2014-15 through 2018-19	Average Number of Graduates, 2015-16 through and 2018-19	Percentage of Graduates Employed in the Field
Required	10 reduced by 25% = 7.5	7	75%
Reported	4	3	0%

Condition 1: The program did not meet the enrollment post-implementation requirement.

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

Condition 3: Employment or Continuing Education not met. This condition is no longer used as a post-implementation requirement.

Condition 4: The assessment condition was met.

DECISION ITEM: F-2 Auburn University at Montgomery, Bachelor of Social Work in Social Work (CIP 44.0701)

### **EXECUTIVE SUMMARY**

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

**Program Objective:** The purpose of the Bachelor of Social Work (BSW) program is to produce quality baccalaureate level students for generalist social work practice who demonstrate the knowledge, values, and skills of the profession by working with diverse populations, utilizing various delivery systems and technology that focus on peace and justice in local, national, and global communities. A critical need exists locally, regionally, and nationally for baccalaureate prepared social workers of all gender and racial/ethnic groups.

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

**Mode of Delivery:** The program does not plan to utilize distance education initially. The instructional delivery method to be utilized in delivering the proposed program will be face-to-face.

**Similar Programs:** The following institutions have BSW programs at CIP 44.0701 in the Academic Program Inventory: Alabama State University, Jacksonville State University, University of Alabama, University of North Alabama, and the University of South Alabama. Alabama A&M University and Auburn University both have Bachelor of Arts (BA) in Social Work programs. Troy University and the University of Montevallo have Bachelor of Science/Bachelor of Arts (BS/BA) in Social Work, and the University of Alabama at Birmingham has a Bachelor of Science in Social Work (BSSW).

**Collaboration:** According to the proposal, AUM currently has no plans to collaborate with other institutions. However, university officials are open to possible collaboration in any form.

**Resources:** The proposal projected that a total of \$524,000 in estimated new funds will be required to support the proposed program over the first five years. A total of \$1,069,955 will be available through tuition.

**Public Review:** The program was posted on the Commission website from June 18 through July 8 (twenty days) for public review and comments. No comments were received.

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

1. According to the Southern Regional Education Board (SREB), there are 22,450 projected job openings in social work every year over the next seven years in the SREB region.
2. Neither the state nor the southern region produces enough social work graduates to support the needs in the state. AUM's proposed BSW will help fill the current and future vacancies for this occupation.
3. The BSW curriculum at AUM will include a specific focus on peace and justice issues, including topics of human rights; racial, ethnic, and gender equality; economic justice; democratic participation; and diversity.

DECISION ITEM: F-2

Auburn University at Montgomery, Bachelor of Social Work in Social Work (CIP 44.0701)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Bachelor of Social Work in Social Work with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022 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 2021-22, will be at least 16, based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2026-27 will be at least 7.5, based on the adopted graduation requirements 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, including also data on related employment and/or acceptance into a graduate program.

Auburn University at Montgomery (AUM) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than 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. Auburn University at Montgomery program proposal, dated June 10, 2019. 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.

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
<b>INSTITUTION:</b>		Auburn University at Montgomery						
<b>PROGRAM:</b>		Bachelor of Social Work (CIP 44.0701)						
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
FACULTY	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	\$364,000
LIBRARY	\$40,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$160,000
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	\$92,000	\$72,000	\$72,000	\$72,000	\$72,000	\$72,000	\$72,000	\$524,000
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
INTERNAL REALLOCATIONS	0	0	0	0	0	0	0	0
EXTRAMURAL	0	0	0	0	0	0	0	0
TUITION	\$36,110	\$54,165	\$105,975	\$162,495	\$223,725	\$235,500	\$251,985	\$1,069,955
TOTAL								
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	11	21	32	39	44	50	33.5
PART TIME HEADCOUNT	Year 1 - No data reporting required	1	3	5	6	8	9	5.33
TOTAL HEADCOUNT	Year 1 - No data reporting required	12	24	37	45	52	59	38.83
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	12	15	16	17	18	19	16.16
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	6	7	8	9	7.5

## Attachment 2

### Summary of Background Information

Bachelor of Social Work  
Auburn University at Montgomery

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

**Objectives:** The purpose of the Bachelor of Social Work (BSW) program is to produce quality baccalaureate level students for generalist social work practice who demonstrate the knowledge, values, and skills of the profession by working with diverse populations, utilizing various delivery systems and technology that focus on peace and justice in local, national, and global communities. A critical need exists locally, regionally, and nationally for baccalaureate prepared social workers of all gender and racial/ethnic groups.

According to AUM officials, the following student learning outcomes will position the proposed AUM program to be in line with the standards of the Council on Social Work Education, Commission on Accreditation:

1. Demonstrate organizational and systems-based leadership principles to promote strategies advocating for peace and justice in the United States and globally.
2. Develop, implement, advocate, and evaluate social policies at all levels to challenge racial and economic injustice, while protecting basic human rights for the most vulnerable people in American society and globally.
3. Lead inter-professional teams as emerging leaders to develop and nurture partnerships with community stakeholders to shape the profession's future through education of competent professionals, the generation of knowledge, and the exercise of leadership within the professional community to foster peace, social and economic justice.
4. Integrate knowledge from other disciplines as the basis for liberal arts education, advance social work practice, and think analytically about issues of peace and justice by fostering attitudes and knowledge about human rights; racial, ethnic, and gender equality; economic justice; democratic participation; and diversity.
5. Demonstrate the ability to apply and use theoretical frameworks supported by evidence-based practice research findings, evaluate their own practice interventions to conduct practice-informed research, and learn necessary skills to understand individual development and behavior across the life span and the interactions among and between individuals, families, groups, organizations, and communities for a peaceful and just society.
6. Engage in leadership activities to identify sociocultural, access and equity issues to address and understand forms of conflict resolution, race, class and gender inequities, ethnic conflict, human rights, grassroots urban and rural organizing, and environmental justice across diverse populations.
7. Use technology to create new ways to address compelling social justice issues for individuals, families, and groups; organize communities; administer organizations; and develop social policy for peace and justice.

**Administration:** The program will be administered by the College of Liberal Arts and Social Sciences, Dr. F. Andrew McMichael, Dean; and the Department of Sociology, Anthropology, and Social Work, Dr. Kimberly Pyszka, Chairperson.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Chief Academic Officers (CAOs). One institution submitted a response to the review of the program proposal, citing program duplication issues. The responding institution stated that AUM had not satisfactorily demonstrated how the proposed program would function differently than established BSW programs in the River Region.

AUM provided a detailed response to the comments. The response addressed concerns around potential oversupply of BSW graduates by pointing to the demonstrated need for social workers throughout the region and state. Furthermore, AUM noted that the proposed BSW program at AUM will differ from offerings at other institutions through its focus on peace and justice in local, national, and global communities.

**Accreditation:** AUM has indicated its intention to pursue accreditation through the Council on Social Work Education (CSWE) as the national association representing social work education in the United States. Its members include over 750 accredited baccalaureate and master's degree social work programs, as well as individual social work educators, practitioners, and agencies dedicated to advancing quality social work education. CSWE's Commission on Accreditation is recognized by the Council for Higher Education Accreditation (CHEA) as the sole accrediting agency for social work education in the United States and its territories. Accreditation by CSWE serves as a statement of good educational practices for both internal and external constituents.

**Curriculum:** AUM has an established pre-social work track. The following new courses will be added to extend existing coursework through the BSW level:

- SOWK 2000 Professional Development for Social Workers
- SOWK 3000 Diversity and Social Justice
- SOWK 3200 Social Work Practice I; SOWK 3400 Social Work Practice II
- SOWK 4020 Methods of Social Work Research
- SOWK 4300 Field Practicum
- SOWK 4310 Field Practicum Seminar
- SOWK 4110 Spirituality in Social Work Practice
- SOWK 4500 Social Work Practice and Family Violence

Program Completion Requirements

Credit hours required in major: 39 semester hours (sh)

Credit hours required in minor (if applicable): 0

Credit hours required in institutional general education or core curriculum: 44 sh

Credit hours required in support courses: 17 (sh)

Credit hours required in required or free electives: 20 sh

Total credit hours required for completion: 120 sh

**Collaboration:** According to the proposal, AUM currently has no plans to collaborate with other institutions. However, university officials are open to possible collaboration in any form.

**Distance Education:** The program does not plan to utilize distance education initially. The instructional delivery method to be utilized in delivering the proposed program will be face-to-face.

**Admissions:** According to AUM officials, since the BSW program is a program of professional study, all students must apply for admission into the program as a junior. Admission to the program is based on serious student interest, satisfactory progression through the social work curriculum, and an ongoing and collaborative assessment between each student and the social work faculty. Specific attention will be paid to the appropriateness of the social work major for the



student. To be eligible to advance in the social work program and remain in good standing, students must meet the following requirements:

1. Admission to AUM.
2. Have an overall GPA of 2.25 or higher on a 4.0 scale.
3. Have an overall GPA of 2.5 in all social work courses (students who have transferred, must have a 2.25 average at this institution) to graduate from the program.
4. Admission to the professional program.
5. Submission of an official transcript.
6. Submissions of at least one letter of recommendation from someone (not a family member) you feel knows you well. This may include professors, social workers, supervisors from work, or social service agency personnel.
7. Submission an essay of not more than four double-spaced typewritten pages.

**Need:** According to the Bureau of Labor Statistics, there are projected to be, on average, 930 social work jobs opening in the state each year from 2016 to 2026. The program proposal included a tabulation of BSW graduates across the state (see below) to show that Alabama's higher education institutions currently produce only half of the graduates needed to fill available jobs,

Bachelor Degrees Awarded in Social Work - Alabama Four-year Institutions

Institution Name	2016- 2017	2015- 2016	2014- 2015
Alabama A & M University	34	16	22
Alabama State University	38	39	29
Auburn University	29	43	47
Jacksonville State University	55	60	49
The University of Alabama	79	69	58
Troy University	74	68	66
University of Alabama at Birmingham	64	49	52
University of Montevallo	19	25	9
University of North Alabama	50	53	47
University of South Alabama	35	41	32
Total Alabama	477	463	411

**Student Demand:** To assess potential interest in the BSW degree, Pre-Social Work students at AUM were surveyed. Of those returned, 100 percent strongly agreed or agreed about being interested in a BSW program and would pursue the major at AUM. In terms of remaining in Alabama after obtaining their social work degree, 60 percent indicated extremely likely or somewhat likely, 20 percent unsure, and 20 percent somewhat unlikely and extremely unlikely.

**Faculty:**

Current Primary Faculty—  
 Full-time: 1  
 Part-time: 1

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, September 13, 2019

Support Faculty—  
Full-time: 5  
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 new equipment will be needed for the proposed program.

**Facilities:** No new facilities will be needed for the proposed program.

**Library:** According to the proposal, current holdings are insufficient to support the proposed program. To remedy the lack of library support, 248 monographic additions for 2018 and 2019 titles at a one-time cost of \$19,858.78 will be made pending program approval by ACHE. In addition, the AUM Library will upgrade its Sage subscription from Sage Education to Sage Premier. Sage Premier Database consists of more than 1,000 peer-reviewed journals in the social sciences. In addition to social work, other areas covered include sociology, criminal justice, counseling, economics, and political science. The AUM Library will also add the Social Work Reference Center, which includes evidence-based articles covering clinical assessments and skills. Areas of focus include adolescent health, aging, behavioral and mental health, end of life care, clinical social work and diversity and equality issues. The addition of the Sage Premier and the Social Work Reference Center will cost AUM approximately \$17,613 annually. AUM will budget for \$40,000 for year one of the program and \$20,000 annually thereafter to bring the Library resources to a point where they can adequately support the program.

**Program Budget:** The proposal projected that a total of \$524,000 in estimated new funds will be required to support the proposed program over the first five years. A total of \$1,069,955 will be available through tuition.

**Attachment 3**

Auburn University at Montgomery  
 Bachelor of Social Work in Social Work

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>AUM Core Requirements (44 hours)</b>		
UNIV 1000 University Success	3	
ENGL 1010 English Composition I	3	
ENGL 1020 English Composition II	3	
Fine Arts Core Course (MUSI 2110, THEA 2040, VISU 1000, VISU 2030, VISU 2040, or VISU 2600)	3	
COMM 2212 Public Speaking	3	
Literature Core Course (ENGL 2530, 2540, 2570, 2580, 2600 or 2610)	3	
Humanities and Fine Arts Core Course	3	
MATH 1100 Finite Math	3	
BIOL 1000 Intro to Biology and BIOL 1001 Intro Lab	4	
PSCI 1100 Intro to Physical Science and PSCI 1101 Intro Lab	4	
SOCI 2000 Intro to Sociology	3	
PSYC 2110 Intro to Psychology	3	
History Core Course (HIST 1010, 1017, 1020, 1027, 1060, 1070, 2010, or 2020)	3	
History, Social Sciences, and Behavioral Sciences Course	3	
<b>Total</b>	<b>44</b>	
<b>Supporting Coursework for Major (17 hours)</b>		
ANTH 2110 Cultural Anthropology	3	
POLS 2020 Institutions of American State and National Government	3	
SOCI 3010 Research and Methodology or ECST 2760 Stats for Social Sci.	3	
SPAN 1010 Elementary Spanish I	4	
SPAN 1020 Elementary Spanish II	4	
<b>Total</b>	<b>17</b>	

<b>Required Courses for Major (39 hours)</b>		
SOWK 1000 Introduction to Social Work	3	
SOWK 2000 Professional Development for Social Workers	3	*
SOWK 2220 History of Social Welfare	3	
SOWK 3000 Diversity and Social Justice	3	*
SOWK 3100 Human Behavior and the Social Environment I	3	
SOWK 3110 Human Behavior and the Social Environment II	3	
SOWK 3200 Social Work Practice I	3	*
SOWK 3400 Social Work Practice II	3	*
SOWK 4020 Methods of Social Work Research	3	*
SOWK 4300 Field Practicum	9	*
SOWK 4310 Field Practicum Seminar	3	*
<b>Total</b>	<b>39</b>	

<b>Social Work Electives (15 hours from below)</b>		
SOWK 4110 Spirituality in Social Work Practice	3	*
SOWK 4460 Social Work Practice with Teens	3	
SOWK 4470 Forensic Social Work	3	
SOWK 4500 Social Work Practice and Family Violence	3	*
SOCI 2200 Divorce and Remarriage	3	
SOCI 3100 Juvenile Delinquency	3	
SOCI 3250 Sociology of Health and Illness	3	
SOCI 3300 Sociology of Death and Dying	3	
SOCI 3720 Alcohol, Drugs and Society	3	
SOCI 4400 Social Gerontology	3	
SOCI 4450 Child Welfare & Maltreatment	3	
SOCI 4720 Substance Abuse Prevention and Education	3	
SOCI 4730 Substance Abuse Prevention with Special Populations	3	
<b>Total</b>	<b>15</b>	

**Program Total**

**120**

DECISION ITEM: F-3a Alabama A&M University, Master of Science in Mechanical Engineering in Mechanical Engineering (CIP 14.1901)

### **EXECUTIVE SUMMARY**

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

**Program Objective:** The proposed master's degree program in Mechanical Engineering at AAM is a new program that has been designed to fulfill three main goals. The first goal is to provide increased strength and enhancement of the baccalaureate program in mechanical engineering by linking it to a research-oriented program. The second goal is to provide a timely response to the urgent needs of the local industry and government agencies for highly qualified and diversified engineering professionals to sustain and advance the scientific and technological programs that have kept Huntsville, AL in the forefront of space, defense, manufacturing, communications, and technological innovation. At the present time, four of the major employers in Huntsville, (NASA Marshall Space Flight Center, U.S. Army Aviation and Missile Command, Missile Defense Agency and The Boeing Company) have combined, more than 200 requirements for additional engineering professionals. The third goal is to fulfill the mission of Alabama A&M University which, as a land-grant institution, must address the state's needs in teaching, research, and public service. The proposed program supports the university's mission in fostering access and opportunity and application of knowledge responsive to the needs of a diverse student population and the social and economic needs of the state and region.

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

**Mode of Delivery:** According to the proposal, coursework in the program will be offered on campus in the traditional mode of lecture, lab, face-to-face instruction.

**Similar Program:** The following institutions have programs listed at CIP 14.1901 in the Academic Program Inventory: Auburn University (MS in Mechanical Engineering); University of South Alabama (MS in Mechanical Engineering); University of Alabama (MSME in Mechanical Engineering); and the University of Alabama at Birmingham (MSME in Mechanical Engineering).

**Collaboration:** There are no plans to collaborate with other institutions at this time. However, as the program is implemented and grows, AAM officials will explore opportunities.

**Resources:** A total of \$1,425,000 in new funds will be needed for the program in the first five years, and a total of \$1,510,000 will be available through tuition and internal reallocation.

**Public Review:** The program was posted on the Commission website from June 18 until July 8 (twenty days) for public review and comment. No comments were received.

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

1. According to institutional officials, the proposed MSME program will address a clear and present need for mechanical engineers with advanced training in Alabama and the Huntsville area.
2. The proposed program will also address the acute shortage of minority engineers, including African American and female mechanical engineers, with advanced degrees.

DECISION ITEM: F-3a

Alabama A&M University, Master of Science in  
Mechanical Engineering in Mechanical Engineering  
(CIP 14.1901)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Master of Science in Mechanical Engineering in Mechanical Engineering.

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

Implementation Date: The proposed program will be implemented August 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022, 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 4, based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2026-27 (six-year average) will be at least 3.75 based on the adopted graduation requirements 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, including also data on related employment and/or acceptance into a graduate program.

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

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Alabama A&M University program proposal, dated May 20, 2019. Available upon request.

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

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION: Alabama A&M University								
PROGRAM: M.S. in Mechanical Engineering in Mechanical Engineering (CIP 14.1901)								
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	\$100,000	\$105,000	\$110,000	\$115,000	\$120,000	\$125,000	\$675,000
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	0	0	0	0	0	0	0	0
ASSISTANTSHIPS	\$60,000	\$90,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$750,000
OTHER	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>\$60,000</b>	<b>\$190,000</b>	<b>\$225,000</b>	<b>\$230,000</b>	<b>\$235,000</b>	<b>\$240,000</b>	<b>\$245,000</b>	<b>\$1,425,000</b>
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
INTERNAL REALLOCATIONS	\$40,000	\$150,000	\$160,000	\$160,000	\$170,000	\$160,000	\$150,000	\$990,000
EXTRAMURAL	0	0	0	0	0	0	0	0
TUITION	\$20,000	\$40,000	\$60,000	\$80,000	\$100,000	\$100,000	\$120,000	\$520,000
<b>TOTAL</b>	<b>\$60,000</b>	<b>\$190,000</b>	<b>\$220,000</b>	<b>\$240,000</b>	<b>\$270,000</b>	<b>\$260,000</b>	<b>\$270,000</b>	<b>\$1,510,000</b>
ENROLLMENT PROJECTIONS								
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.								
	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	4	5	6	8	10	12	7.5
PART TIME HEADCOUNT	Year 1 No data reporting required	2	3	7	10	12	15	8.2
TOTAL HEADCOUNT	Year 1 No data reporting required	6	8	13	18	22	27	15.7
NEW ENROLLMENT HEADCOUNT	Year 1 No data reporting required	2	3	4	5	5	5	4
DEGREE COMPLETION PROJECTIONS								
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average								
	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	2	3	5	6	7	5



## Attachment 2

### Summary of Background Information

Master of Science in Mechanical Engineering in Mechanical Engineering  
Alabama A&M University

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

**Objectives:** The proposed master's degree program in Mechanical Engineering at AAM is a new program that has been designed to fulfill three main goals. The first goal is to provide increased strength and enhancement of the baccalaureate program in mechanical engineering by linking it to a research-oriented program. The second goal is to provide a timely response to the urgent needs of the local industry and government agencies for highly qualified and diversified engineering professionals to sustain and advance the scientific and technological programs that have kept Huntsville, AL in the forefront of space, defense, manufacturing, communications, and technological innovation. At the present time, four of the major employers in Huntsville, (NASA Marshall Space Flight Center, U.S. Army Aviation and Missile Command, Missile Defense Agency and The Boeing Company) have combined, more than 200 requirements for additional engineering professionals. The third goal is to fulfill the mission of Alabama A&M University which, as a land-grant institution, must address the state's needs in teaching, research, and public service. The proposed program supports the university's mission in fostering access and opportunity and application of knowledge responsive to the needs of a diverse student population and the social and economic needs of the state and region.

According to the proposal, based on the following student learning outcomes, students will have:

- The ability to use the techniques, skills, and modern engineering tools necessary for engineering practice.
- The broad education necessary to understand the impact of engineering solutions in a global, economic, environmental, and societal context,
- The ability to design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability,
- The ability to design and conduct experiments, as well as to analyze and interpret data. Graduates must show proficiency in at least one of the following areas: (a) design and perform experiments, collect and interpret experimental data related to significant problems in mechanical engineering, and utilize experimental results to improve device and system functionality; (b) design, implement, and evaluate embedded computation and control systems ; (c) design systems and utilize computer simulation results to iterate the design process and improve system performance; (d) perform statistical analysis on the obtained data such as reliability and quality assurance,
- The ability to identify, formulate, and solve engineering problems.

**Administration:** The program will be administered by the College of Engineering, Technology, and Physical Sciences, Dr. Chance Glenn, Sr, Dean; and the Department of Mechanical Engineering, Dr. Mohamed Seif, 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. A total of three institutions voted on the proposed program with all three recommending approval.

**Accreditation:** Although the undergraduate Electrical Engineering program is accredited by the Accrediting Board for Engineering and Technology (ABET) Engineering Accreditation Commission (EAC), no such accreditation for the MSME program is planned since ABET EAC does not accredit graduate engineering programs.

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

- ME 523 Methods of Mathematical Engineering – 3 credit hours
- ME 595 Engineering Seminar – 3 credit hours
- ME 699 Mechanical Engineering Thesis – 3 credit hours
- ME 6XX Advanced Propulsion – 3 credit hours
- ME 6XX Reliability and Risk Assessment – 3 credit hours
- ME 6XX Current Advances in Solid Mechanics – 3 credit hours
- ME 6XX Computational Fluid Dynamics – 3 credit hours
- ME 521 Mechatronics Engineering Design – 3 credit hours
- ME 6XX Current Advances in Robotics – 3 credit hours
- ME 520 Mechanical Vibrations – 3 credit hours
- ME 6XX Advanced Computer Aided Engineering – 3 credit hours
- ME 6XX Manufacturing System Design – 3 credit hours
- ME 567 Renewable Energy – 3 credit hours
- ME 6XX Fatigue Damage and Failure Analysis - 3 credit hours

Program Completion Requirements:

Credit hours required in program core: 6 semester hours (sh)

Credit hours required in program electives: 18-27 sh

Credit hours required in thesis or dissertation: 6

Total credit hours required for completion: 30-33 sh

**Collaboration:** There are no plans to collaborate with other institutions at this time. However, as the program is implemented and grows, AAM officials will explore opportunities.

**Distance Education:** According to the proposal, coursework in the program will be offered on campus in the traditional mode of lecture, lab, and face-to-face instruction.

**Admissions:** Applicants applying to the proposed program must have earned the BS degree in Mechanical Engineering from an ABET-accredited program. Graduates of non-Mechanical Engineering programs, Computer Science, and Physics must take foundational undergraduate ME courses as determined by the program at the time of their admission to the MSME program.

**Need:** According to AAM officials, Alabama has a strong automotive, power and energy, space and defense industrial base. In order to sustain and grow its industries, Alabama needs a steady supply of mechanical engineers. The proposed degree program addresses this expressed need. According to the US Bureau of Labor Statistics, in 2017, there were 3,550 mechanical engineers employed full-time in the State with a mean salary of \$89,990 ([https://www.bls.gov/oes/2017/may/oes\\_al.htm](https://www.bls.gov/oes/2017/may/oes_al.htm)). Alabama's Location Quotient for mechanical engineers at 0.90 is among the highest eight in the entire nation and greater than any neighboring state by a large margin (<https://www.bls.gov/oes/2017/may/oes172141.htm>). The salary for mechanical engineers in Alabama is also greater than all of the neighboring states, which stems from the relative shortage of mechanical engineers in Alabama.

On March 28, 2019, the Indeed job search site (<https://www.indeed.com/jobs?q=mechanical+engineer&l=Alabama>) listed 367 full-time job openings for mechanical engineers in Alabama. Of these job openings, 162 full-time mechanical engineering job openings were in Huntsville. In north Alabama and the Huntsville area, the Location Quotient for

mechanical engineering jobs is 2.51, which is the highest in the state and one of the highest in the country. There are 1,140 people employed full-time as mechanical engineers in Huntsville with a median salary of \$93,910.

Many of these mechanical engineering job openings have a preference for applicants with an M.S. degree in mechanical engineering. According to U.S. News website, mechanical engineers rank #3 in best engineering jobs with an unemployment rate of 1.6 percent and projected jobs of 25,300 nationwide for 2019. (<https://money.usnews.com/careers/best-jobs/rankings/best-engineering-jobs>).

**Student Demand:** There is widespread national, regional, state, and local demand for mechanical engineers with advanced training. A survey of AAM graduates indicates that roughly 30 percent of AAM BSME graduates during the last ten years have obtained advanced degrees, including the MSME degree after leaving the University. Many of AAM's Mechanical Engineering students and graduates have expressed a desire to continue their education at AAM toward the MSME degree. The average number of BSME degrees awarded by AAM during the last five years is 26 annually. Therefore, based on national trends, there exists the potential demand for the department to award 12 MSME degrees annually.

**Resources:**

**Faculty/Staff:**

Current faculty to teach in the program:

Primary Faculty--

Full-time: 8

Part-time: 0

Support Faculty:

Full-time: 2

Part-time: 0

Additional faculty to teach in the program:

Primary Faculty--

Full-time: 0

Part-time: 0

Support Faculty--

Full-time: 0

Part-time: 0

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

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

**Facilities:** Current facilities are sufficient for the proposed program.

**Library:** The proposed program will leverage current library resources including subscriptions to online publications which are serving other graduate programs. The Joseph F. Drake Memorial Learning Resources Center (LRC) consists of 73,485 square feet of space, can house up to 400,000 volumes, and seat well over 1,000 patrons. The LRC offers a variety of services that enhance student learning and faculty development, such as Interlibrary Loan, Learning Commons, E-Books, electronic and physical scholarly journals, academic databases, Information Literacy classes, Archival research, and much, much more. The Drake LRC maintains an extensive collection of journals (print and online), books, videos, CDs, and databases that are engineering specific and related. Engineering resources are grouped appropriately in the general collection for borrowing.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, September 13, 2019

**Program Budget:** A total of \$1,425,000 in new funds will be needed for the program in the first five years, and a total of \$1,510,000 will be available through tuition and internal reallocation.

**Attachment 2**  
**Alabama A&M University**

**Master of Science in Mechanical Engineering (MSME) in Mechanical Engineering**

<u>Required Courses:</u>	
ME 523 Methods of Mathematical Engineering	3
ME 595. Engineering Seminar	3
<u>Restrictive Elective: Thesis</u>	
ME 699 Mechanical Engineering Thesis	6
Elective Courses: a. Total of 18 Cr. Hrs. for thesis option b. Total of 27 Cr. Hrs. for non-thesis option	
ME 6xx Advanced Propulsion	3
ME 512 Advanced Fluid Mechanics	3
ME 5xx Internal Combustion Engines	3
ME 6xx Reliability and Risk Assessment	3
ME 6xx Current Advances in Solid Mechanics	3
ME 6xx Computational Fluid Dynamics	3
ME 521 Mechatronics Engineering Design	3
ME 6xx Current Advances in Robotics	3
ME 520 Mechanical Vibrations	3
ME 6xx Advanced Computer Aided Engineering	3
ME 6xx Advanced Heat Transfer	3
ME 6xx Manufacturing System Design	3
ME 567 Renewable Energy	3
ME 6xx Fatigue Damage and Failure Analysis	3
Note:	
a. Thesis option requires a minimum of 30 Cr. Hrs.	
b. Non-thesis option requires a minimum of 33 Cr. Hrs.	

DECISION ITEM: F-3b Alabama A&M University, Master of Science in Electrical Engineering in Electrical Engineering (CIP 14.1001)

### **EXECUTIVE SUMMARY**

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

**Program Objective:** The purpose of the proposed Electrical Engineering (MSEE) degree program is to prepare graduates for careers in electrical, electronics, and computer engineering industries and provide them with the foundation to pursue the PhD in Electrical Engineering, Computer Engineering, or related fields if they choose to do so. The program emphasizes the theory and application of advanced electrical and computer engineering principles utilizing analytical, computational, and experimental methods and tools. The goal of the program is to produce forward-looking engineering professionals who are capable of making significant contributions to society. The proposed program supports the university's mission in fostering access and opportunity and application of knowledge responsive to the needs of a diverse student population and the social and economic needs of the state and region.

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

**Mode of Delivery:** According to the proposal, coursework in the program will be offered on campus in the traditional mode of lecture, lab, and face-to-face instruction.

**Similar Program:** The following institutions have programs listed at CIP 14.1001 in the Academic Program Inventory: Auburn University (MS in Electrical Engineering); University of South Alabama (MS in Electrical Engineering); University of Alabama (MSEE in Electrical Engineering); and the University of Alabama at Birmingham (MSECE in Electrical and Computer Engineering).

**Collaboration:** There are no plans to collaborate with other institutions at this time. However, as the program is implemented and grows, AAM officials will explore opportunities.

**Resources:** A total of \$1,391,000 in new funds will be needed for the program in the first five years, and a total of \$1,481,000 will be available through tuition and internal reallocation.

**Public Review:** The program was posted on the Commission website from June 18 until July 8 (twenty days) for public review and comment. No comments were received.

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

1. According to institutional officials, graduates with MSEE degrees are recruited by companies within various engineering sectors including aerospace, automotive, communication, control, computer, defense, and electronics. These individuals will be in high demand by government and private sector industries including prime defense contractors, which are active in the Huntsville area and throughout the nation.
2. Graduates of the MSEE program will also be well prepared to pursue a terminal PhD in Electrical Engineering, Computer Engineering, and related fields.

DECISION ITEM: F-3b

Alabama A&M University, Master of Science in Electrical Engineering in Electrical Engineering (CIP 14.1001)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Master of Science in Electrical Engineering in Electrical Engineering.

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

Implementation Date: The proposed program will be implemented August 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022, 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 4, based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2026-27 (six-year average) will be at least 3.75 based on the adopted graduation requirements 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, including also data on related employment and/or acceptance into a graduate program.

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

Supporting Documentation:

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

4. Alabama A&M University program proposal, dated May 20, 2019. 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								
<b>INSTITUTION:</b> Alabama A&M University								
<b>PROGRAM:</b> Electrical Engineering, MSEE (CIP 14.1001)								
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	\$100,000	\$105,000	\$110,000	\$115,000	\$121,000	\$551,000
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	\$60,000	\$90,000	\$90,000	\$150,000	\$150,000	\$150,000	\$150,000	\$840,000
OTHER	0	0	0	0	0	0	0	
<b>TOTAL</b>	<b>\$60,000</b>	<b>\$90,000</b>	<b>\$190,000</b>	<b>\$255,000</b>	<b>\$260,000</b>	<b>\$265,000</b>	<b>\$271,000</b>	<b>\$ 1,391,000</b>
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
INTERNAL REALLOCATIONS	\$40,000	\$45,000	\$160,000	\$145,000	\$180,000	\$165,000	\$151,000	\$886,000
EXTRAMURAL	0	0	0	0	0	0	0	
TUITION	\$20,000	\$45,000	\$60,000	\$80,000	\$110,000	\$130,000	\$150,000	\$595,000
<b>TOTAL</b>	<b>\$ 60,000</b>	<b>\$90,000</b>	<b>\$220,000</b>	<b>\$225,000</b>	<b>\$290,000</b>	<b>\$295,000</b>	<b>\$301,000</b>	<b>\$1,481,000</b>
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	4	5	6	8	10	12	7.5
PART TIME HEADCOUNT	Year 1 - No data reporting required	2	3	7	10	12	15	8.2
TOTAL HEADCOUNT	Year 1 - No data reporting required	6	8	13	18	22	27	15.7
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	2	3	4	5	5	5	4
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	1	2	3	5	6	7	4

## Attachment 2

### Summary of Background Information

Master of Science in Electrical Engineering in Electrical Engineering  
Alabama A&M University

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

**Objectives:** The purpose of the proposed Electrical Engineering (MSEE) degree program is to prepare graduates for careers in electrical, electronics, and computer engineering industries and provide them with the foundation to pursue the PhD in Electrical Engineering, Computer Engineering, or related fields if they choose to do so. The program emphasizes the theory and application of advanced electrical and computer engineering principles utilizing analytical, computational, and experimental methods and tools. The goal of the program is to produce forward-looking engineering professionals who are capable of making significant contributions to society. The proposed program supports the university's mission in fostering access and opportunity and application of knowledge responsive to the needs of a diverse student population and the social and economic needs of the state and region.

According to the proposal, graduates of the MSEE program will demonstrate the ability to:

1. Develop knowledge, understanding, and proficiency related to advanced theory in electrical engineering and computer engineering.
2. Identify, formulate, and solve problems using advanced engineering principles, methodologies, and tools.
3. Independently and creatively design and perform experiments, collect and interpret experimental data related to significant problems in electrical engineering, and utilize experimental results to improve device and system functionality.
4. Identify, formulate, and solve relevant advanced electrical engineering problems.
5. Apply advanced knowledge and understanding of technological trends and solve problems related to electrical engineering and computer engineering.
6. Effectively communicate project results, both technical and non-technical, through oral presentations and publications.

**Administration:** The program will be administered by the College of Engineering, Technology, and Physical Sciences, Dr. Chance Glenn, Sr, Dean; and the Department of Electrical Engineering and Computer Science, Dr. Kaveh Heidary, 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. A total of three institutions voted on the proposed program with all three recommending approval.

**Accreditation:** Although the undergraduate Electrical Engineering program is accredited by the Accrediting Board for Engineering and Technology (ABET) Engineering Accreditation Commission (EAC), no such accreditation for the MSEE program is planned since ABET EAC does not accredit graduate engineering programs.

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

- EE 6XX Digital Systems Synthesis – 3 credit hours
- EE 6XX Artificial Intelligence – 3 credit hours
- EE 6XX Reconfigurable Computing Systems – 3 credit hours
- EE 6XX Embedded Computing Systems – 3 credit hours
- EE 6XX Probabilistic Signals and Systems – 3 credit hours

- EE 6XX Reverse Engineering – 3 credit hours
- EE 6XX Antenna Theory and Design – 3 credit hours
- EE 6XX Global Positioning System – 3 credit hours
- EE 6XX Radio Wave Propagation – 3 credit hours
- EE 6XX Electrical Engineering Thesis – 3 credit hours

**Program Completion Requirements:**

Credit hours required in program core: 18 semester hours (sh)

Credit hours required in program electives: 6 sh for thesis, 12 sh for non-thesis

Credit hours required in thesis or dissertation: 6 sh for thesis, 0 sh for non-thesis

Total credit hours required for completion: 30 sh

**Collaboration:** There are no plans to collaborate with other institutions at this time. However, as the program is implemented and grows, AAM officials will explore opportunities.

**Distance Education:** According to the proposal, coursework in the program will be offered on campus in the traditional mode of lecture, lab, and face-to-face instruction.

**Admissions:** Applicants interested in the MSEE program must have earned the BS degree in Electrical Engineering or Computer Engineering from an ABET-accredited program. Graduates of non-Electrical Engineering programs, Computer Science and Physics must take foundational undergraduate Electrical Engineering courses as determined by the program at the time of their admission to the MSEE program.

**Need:** According to AAM officials, Alabama has a strong automotive, power and energy, space and defense industrial base. In order to sustain and grow its industries, Alabama needs a steady supply of electrical and computer hardware engineers. The proposed degree program addresses this need. According to the US Bureau of Labor Statistics, in 2017, there were 4,440 electrical engineers employed full-time in the State with a mean salary of \$97,840 ([https://www.bls.gov/oes/2017/may/oes\\_al.htm](https://www.bls.gov/oes/2017/may/oes_al.htm)). Alabama's Location Quotient for electrical engineers at 0.90 is among the highest eight in the entire nation and greater than any neighboring state by a large margin. The salary for electrical engineers in Alabama is also greater than all of the neighboring states, which stems from the relative shortage of electrical engineers in Alabama.

On March 18, 2019, the Indeed job search site listed 874 full-time job openings for electrical engineers in Alabama. Of these job openings, 503 full-time electrical engineering job openings were in Huntsville. In north Alabama and the Huntsville area, the Location Quotient for electrical engineering jobs is 6.5 which is the highest in the state and one of the highest in the country. There are 1,840 people employed full-time as electrical engineers in Huntsville with a median salary of \$101,940.

**Student Demand:** There is widespread national, regional, state, and local demand for electrical engineers with advanced training. In 2017, the number of master's degrees awarded in all engineering fields nationally was 50.2 percent of the number of undergraduate engineering degrees awarded. The American Society for Engineering Education (ASEE) data for 2017 show that the number of master's degrees in electrical engineering related majors, including electrical engineering, electronic engineering, and computer hardware engineering, was 59 percent of the number of bachelor degrees in related fields. A survey of our graduates indicates that roughly 25 percent of BSEE graduates during the last ten years have obtained advanced degrees including the MSEE degree after leaving AAM. Many of electrical engineering students and graduates have expressed a desire to continue their education at AAM toward the MSEE degree if offered. The average number of BSEE degrees awarded by AAM during the last ten years is 25 annually. Therefore, based on national trends, there exists the potential for the department to award 12 MSEE degrees annually. It is expected that the equivalent full-time enrollment in the MSEE

programs to be 3, 4, 5, 6, 8 students during the program's first five years. The expected number of degrees awarded during the same period will be 0, 1, 2, 3, and 5.

**Resources:**

**Faculty/Staff:**

Current faculty to teach in the program:

Primary Faculty--

Full-time: 8

Part-time: 0

Support Faculty:

Full-time: 1

Part-time: 0

Additional faculty to teach in the program:

Primary Faculty--

Full-time (to be hired): 1

Part-time (to be hired): 0

Support Faculty--

Full-time: 0

Part-time: 0

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

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

**Facilities:** Current facilities are sufficient for the proposed program.

**Library:** The proposed program will leverage current library resources including subscriptions to online publications. The Joseph F. Drake Memorial Learning Resources Center (LRC) consists of 73,485 square feet of space, can house up to 400,000 volumes, and seat well over 1,000 patrons. The LRC offers a variety of services that enhance student learning and faculty development, such as Interlibrary Loan, Learning Commons, E-Books, electronic and physical scholarly journals, academic databases, Information Literacy classes, Archival research, and much, much more.

The LRC maintains an extensive collection of journals (print and online), books, videos, CDs, and databases that are engineering specific and related. Engineering resources are grouped appropriately in the general collection for borrowing. The Institute of Electrical and Electronic Engineers Xplore Digital Library is available to support engineering programs.

**Program Budget:** A total of \$1,391,000 in new funds will be needed for the program in the first five years, and a total of \$1,481,000 will be available through tuition and internal reallocation.

**Attachment 2**  
**Alabama A&M University**

**Master of Science in Electrical Engineering (MSEE) in Electrical Engineering**

Required Courses: All six courses listed below	
EE 521 Power Systems II	3
EE 526 Next Generation Mobile Networks	3
EE 54 1 Digital Signal Processing	3
EE 551 Integrated Circuit Fabrication	3
EE 531 Advanced Semiconductor Engineering	3
EE 6xx Digital Systems Synthesis	3
Restricted Electives: six to twelve credit hours chosen from the list below. Thesis students take EE 699 and two additional courses.	
EE 522 Smart Grid Cybersecurity	3
EE 6xx Artificial Intelligence	3
EE 6xx Reconfigurable Computing Systems	3
EE 6xx Embedded Computing Systems	3
EE 6xx Probabilistic Signals and Systems	3
EE 6xx Reverse Engineering	3
EE 6xx Antenna Theory and Design	3
EE 6xx Global Positioning System	3
EE 6xx Radio Wave Propagation	3
EE 699 Electrical Engineering Thesis	6
Elective Courses: Up to two courses chosen from the list below (non-thesis students only)	
GEN 601 Life-Cycle Design Engineering	3
CS 541 Operating System Principles	3
CS 551 Database Management Systems	3
CS 561 Software Engineering Methodology	3
NRE 536 Regression Analysis	3
NRE 730 Applied Multivariate Analysis	3
NRE 775 Advanced Principles of Geographic Information Systems	3
PHY 715 Fiber Optics	3
PHY 725 Optical Fiber Communications	3

DECISION ITEM: F-3c Alabama A&M University, Bachelor of Arts in Visual Art (CIP 50.0702)

### **EXECUTIVE SUMMARY**

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

**Program Objective:** The Bachelor of Arts in Visual Art will offer production-based courses founded on the concepts, skills, and cultural viewpoints that characterize contemporary art practice. The institution's goal is to educate students in the craft, culture, and theory of fine art practices, to prepare them for successful careers as artists or to pursue advanced study. To support this goal, students will be provided with a series of guided experiences in the history of art, the use of materials, the development of a personal aesthetic, and the encouragement of artistic mastery.

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

**Mode of Delivery:** The primary mode of delivery will be face-to-face classroom teaching especially for the hands-on studio courses. Eventually some of the Art History and Art Appreciation courses will be available online. In the future, distance education can be used as delivery options for certification, such as in a variety of Adobe programs.

**Similar Programs:** Currently, the following similar programs are listed at CIP 50.0702 in the Academic Program Inventory: Auburn University (BFA/BA in Fine Arts), and the University of Alabama (BFA/BA in Studio Art).

**Collaboration:** The proposal mentions potential program collaborations or exchanges with several colleges and universities within the region, such as Lawson State Community College, the University of Alabama, the University of Alabama in Huntsville, and Birmingham Southern. According to University officials, AAM has been collaborating with UAH to provide Art History, Ceramics, and Jewelry courses to UAH students. It is possible that in the future the program could implement a 2+2 program with Lawson State Community College's Art Studio transfer degree, as a connection between the two schools already exists.

**Resources:** A total of \$0 in new funds will be needed for the program in the first five years, and a total of \$3,049,760 will be available through tuition.

**Public Review:** The program was posted on the Commission website from June 18 until July 8 (twenty days) for public review and comment. No comments were received.

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

1. The proposed program will utilize existing courses, faculty, facilities, equipment, and art materials, and is designed to replace the existing BS program in General Art (CIP 50.0702).
2. The program's focus on immersive, studio-based experience will make graduates more competitive candidates for admission to Master's of Fine Arts programs as compared with the existing program.
3. University officials have provided letters of support from Arts Huntsville's Public and Visual Art Program Manager and Executive Director, as well as from the Huntsville Museum of Art Directors of Education and Curatorial Affairs in full support of a Visual Arts program at AAM.

DECISION ITEM: F-3c

Alabama A&M University, Bachelor of Arts in Visual Art  
(CIP 50.0702)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Bachelor of Arts in Visual Art.

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

Implementation Date: The proposed program will be implemented August 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022, 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 8, based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2026-27 (six-year average) will be at least 7.5 based on the adopted graduation requirements 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, including also data on related employment and/or acceptance into a graduate program.

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

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Alabama A&M University program proposal, dated June 6, 2019. 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								
<b>INSTITUTION:</b> ALABAMA A&M UNIVERSITY								
<b>PROGRAM:</b> BACHELOR OF ARTS IN VISUAL ART (CIP 50.0702)								
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
<b>TOTAL</b>	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	0	0	0	0	0	0	0	0
EXTRAMURAL	0	0	0	0	0	0	0	0
TUITION	\$435,680	435,680	435,680	435,680	435,680	435,680	435,680	\$3,049,760
<b>TOTAL</b>	\$435,680	435,680	435,680	435,680	435,680	435,680	435,680	\$3,049,760
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	42	42	42	42	42	42	42
PART TIME HEADCOUNT	Year 1 - No data reporting required							
TOTAL HEADCOUNT	Year 1 - No data reporting required	42	42	42	42	42	42	42
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	8	8	8	8	8	8	8
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	8	8	8	8	8	8	8

## Attachment 2

### Summary of Background Information

Bachelor of Arts in Visual Art  
Alabama A&M University

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

**Objectives:** The Bachelor of Arts in Visual Art will offer production-based courses founded on the concepts, skills, and cultural viewpoints that characterize contemporary art practice. The institution's goal is to educate students in the craft, culture, and theory of fine art practices, to prepare them for successful careers as artists or to pursue advanced study. To support this goal, students will be provided with a series of guided experiences in the history of Art, the use of materials, the development of a personal aesthetic, and the encouragement of artistic mastery. The mission of the proposed program is consistent with that of the University, in that the program will serve the three-fold function of teaching, creative research, and service to the public. The creative research of the faculty is ongoing and frequently shared with the university community and the general public.

According to the proposal, based on the following student learning outcomes, students will:

- 1) Demonstrate a solid foundation in the theory, history, and research techniques of Studio Art, Graphic Design, and Art History.
- 2) Be competent in current technologies as they pertain to the application of their craft consistent with current art practice and theory.
- 3) Demonstrate technical knowledge through the application of fundamental techniques, tools, and practices of studio art and graphic design.
- 4) Be able to conduct independent, collaborative, and/or cross-disciplinary inquiry through applied research culminating in a senior exhibition or portfolio.

**Administration:** The program will be administered by the College of Education, Humanities, and Behavioral Sciences, Dr. Lena Walton, Dean; and the Department of Visual, Performing Arts, & Communications Media, Dr. Horace Carney, Chairperson.

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

**Accreditation:** The accrediting body for Art is the National Association of Schools of Arts and Design (NASAD), though AAM has indicated that they do not plan to seek NASAD accreditation at this time.

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

- ART103 Intro to Computer Systems for Visual Artists
- VAR491 Directed Studio Study
- VAR492 Advanced Directed Studio Study
- VAR493 Directed Studio Study: Studio Practice
- VAR495 Directed Studio Study: Collaboration
- VAR317 Interactive Design

**Program Completion Requirements:**

- Credit hours required in major: 42 semester hours (sh)
- Credit hours required in minor: 0 sh
- Credit hours required in general education: 60 sh
- Credit hours required in support courses: 12 sh
- Credit hours required in free electives: 6 sh
- Credit hours required in thesis or dissertation: 0 sh
- Total credit hours required for completion: 120 sh

**Collaboration:** According to the proposal, there is existing potential of program collaborations or exchanges with several colleges and universities within the region, such as Lawson State Community College, the University of Alabama, the University of Alabama in Huntsville, and Birmingham Southern. According to University officials, AAM has been collaborating with UAH to provide Ceramics, and Jewelry courses to UAH students. It is possible that in the future the program could implement a 2+2 program with Lawson State Community College's Art Studio transfer degree, as a connection between the two schools already exists.

**Distance Education:** The primary mode of delivery will be face-to-face classroom teaching especially for the hands-on studio courses. Eventually some of the Art History and Art Appreciation courses will be available online. In the future, distance education can be used as delivery options for certification, such as in a variety of Adobe programs.

**Admissions:** Students must be fully accepted in AAM and must be in good standing. There are no special criteria for new art and graphic design students. Students must earn a cumulative 2.0 GPA or better to graduate and a 2.0 GPA or better in the major, with all major courses requiring a grade of "C" or better.

**Need:** According to AAM officials, the proposed program will represent a more intensive and more focused program than the existing General Art program, and will provide a more viable pathway for those seeking the qualifications typically sought by employers in the Visual Arts, or admission to Master of Fine Arts (MFA) programs. The MFA credential is recognized as being the terminal degree in the field. Given the lack of people of color who hold the MFA, offering the new BA in Visual Art degree would position AAM as the only HBCU in the state to do so, to not only prepare its students with the qualifications needed for acceptance into an MFA program, but also attract potential students into the program.

**Student Demand:** Projected demand for the new program is based on existing demand for the BS in General Art at AAM, which will be replaced with the proposed Visual Art program. In addition, the proposed program is a stronger more relevant program for today's student and workforce, and would allow students to graduate with 120 credit hours instead of the 130-139 credit hours they are currently graduating with due to having a minor. Because of the strengthened more competitive program, and fewer credit hours needed to graduate, the Visual Art program will be able to attract and graduate more students.

**Resources:**

**Faculty/Staff:**

Current faculty to teach in the program:

Primary Faculty--

Full-time: 5

Part-time: 2

Support Faculty:

Full-time: 0

Part-time: 0

Additional faculty to teach in the program:

Primary Faculty--

Full-time: 0

Part-time: 0  
Support Faculty--  
Full-time: 0  
Part-time: 0

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

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

**Facilities:** Current facilities are sufficient for the proposed program.

**Library:** The Drake Learning Resources Center maintains an extensive collection of journals (print and online), books, videos, CD, and databases that are Art specific and related. Art resources are grouped appropriately in the general collection for borrowing. Databases for Art films, online journals, and e-books are accessible remotely for download or checkout. Drake LRC regularly assesses the collection for growth and strength, and continuously updates the collection. Faculty requests for additional resources are responded to timely and processed for immediate use. For resources not owned, OCLC interlibrary loan services are utilized for providing those items. Additionally, the State Black Archives Research Center and Museum has an extensive collection of paintings by renowned artists such as Elizabeth Catlett, Romare Bearden and Jacob Lawrence that are used to engage teaching and learning for students in art.

**Program Budget:** A total of \$0 in new funds will be needed for the program in the first five years, and a total of \$3,049,760 will be available through tuition.

**Attachment 2**  
**Alabama A&M University**

**Bachelor of Arts in Visual Art**

Course Number and Title	Number of Credit Hours	* If New Course
<b>Each Concentration requires core curriculum as described below: (courses typically taken in the first two years of matriculation)</b>		
Area I: Written Composition English: (choose 2 of the following) ENG 101 Composition I ENG 101E Composition I w/ Lab ENG 101H Composition I Honors ENG 102 Composition II ENG 102H Composition II Honors	<b>6 Total</b>	
Area II: Humanities & Fine Arts Fine Arts: (choose 1 of the following) ART 101 Art Appreciation MUS 101 Music Appreciation ART 220 History of Art I ART 221 History of Art II COMM 101 Theater Appreciation  Literature: (choose 1 of the following) ENG 201 Survey of English Literature I ENG 202 Survey of English Literature II ENG 203 World Literature I ENG 203H World Literature I Honors ENG 204 World Literature II ENG 204H World Literature II Honors ENG 207 Survey of American Literature I ENG 208 Survey of American Literature II  Humanities a/o Fine Arts: (choose 2 of the following) ENG 205 General Speech FRE 101 Elementary French I FRE 102 Elementary French II FRE 201 Intermediate French I FRE 202 Intermediate French II PHL 201 Introduction to Philosophy PHL 206 Logic & Philosophy of Science Ethics SPA 101 Elementary Spanish I SPA 102 Elementary Spanish II SPA 201 Intermediate Spanish I SPA 202 Intermediate Spanish II	<b>12 Total</b> 3  3  6	
Area III: Science and Math Natural/Physical Science: (choose 2 of the following/lab must match the course) BIO 101/101L General Biology I/Lab I BIO 101H General Biology & Lab Honors BIO 102/102L General Biology II/Lab II BIO 103/103L Principles of Biology I/Lab I BIO 104/104L Principles of Biology II/Lab II BIO 203/203L General Botany I/Lab I BIO 204/204L General Botany II/Lab II CHE 101/101L General Chemistry I/Lab I CHE 101H/101HL General Chemistry I/Lab I Honors CHE 102/102L General Chemistry II/Lab II	<b>11 Total</b> 8	

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<p>CHE 102H/102HL General Chemistry II/Lab II Honors          CHE 111/111L Applied Chemistry I/Lab I          CHE 112/112L Applied Chemistry II/Lab II          CHE 251/251L Organic Chemistry I/Lab I          PHY 101/101L Physical Science I/Lab I          PHY 102/102L Physical Science II/Lab II          PHY 201 General Physics with Trigonometry I          PHY 202 General Physics with Trigonometry II          PHY 213 General Physics with Calculus I          PHY 214 General Physics with Calculus II          PHY 220/220L Introduction to Astronomy/Lab</p> <p>Math:          Math 112 Pre-Calculus Algebra</p>	<p>3</p>	
<p>Area IV: History, Social, Behavioral Science</p> <p>History: (choose 2 of the following)          HIS 101 World History I          HIS 101E World History I Enriched          HIS 101H World History I Honors          HIS 102 World History II          HIS 102H World History II Honors          HIS 201 American History I A          HIS 202 American History II</p> <p>Economics: (choose 1 of the following)          ECO 200 Basic Economics          ECO 231 Principles of Macroeconomics          ECO 232 Principles of Microeconomics</p> <p>Social/Behavioral Science: (choose 1 of the following)          GEO 213 Principles of Geography          GEO 214 World Regional Geography          PSC 201 Introduction to Political Science          SOC 201 Introduction to Sociology          SOC 210 Social Problems          SOC 212 Marriage and the Family          UPL 103 Community and You          PSY 201 General Psychology          PSY 211 Child Growth &amp; Development          SOC 201 Introduction to Sociology          SOC 210 Social Problems          SOC 212 Marriage and the Family</p>	<p><b>12 Total</b> 6</p> <p>3</p> <p>3</p>	
<p>Area V: Pre-professional, Major, Electives</p> <p>Orientation: (101 &amp; 102)          ORI 101 First Year Experience          ORI 101H First Year Experience          ORI 102 First Year Experience</p> <p>HED/MSC/PED: (choose 2 of the following)          HED 101 Personal &amp; Community Health          MSC 101 Military Science 1          PED 102 Fitness for Life          PED 111 Tennis          PED 114 Aerobics/Weight Training          PED 132 Beginning Swim/Aquatic Ed          PED 133 Intermediate Swimming          PED 137 Golf</p> <p>Computer Lit:          ART 103 Intro to Computer Systems for Visual Artists</p> <p>ART 110 Drawing I          ART 111 2D Design</p>	<p><b>19 Total</b> 2</p> <p>2</p> <p>3</p> <p>3</p> <p>3</p>	<p>*</p>

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ART 121 3D Design ART 209 Drawing II	3 3	
<b>Each concentration requires core courses as described below:</b>		
ENG 204 World Lit II or PHL 201 Intro to Philosophy	3	
ART 211 Color Theory	3	
ART 309 Figure Drawing	3	
VAR 310 Drawing Composition	3	
<b>Each concentration requires major courses as described below:</b>		
VAR 2xx-3xx 2D Studio or VAR 2xx-3xx Graphic Design	3	
VAR 2xx-3xx 3D Studio or VAR 2xx-3xx Graphic Design	6	
VAR 4xx Art History Elective	3	
VAR 3xx-4xx Studio Elective or VAR 3xx-4xx Graphic Design Elective	9	
Free Electives	6	
<b>The Studio Art Concentration requires the following courses:</b>		
VAR 401 Advanced Technical Problems	3	
VAR 402 Senior Exhibition	3	
VAR 4xx Art History Elective	3	
VAR 491 Directed Studio Study	3	*
VAR 492 Advanced Directed Studio Study	3	*
VAR 493 Directed Studio Study: Studio Practice	3	*
VAR 495 Directed Studio Study: Collaboration	3	*
<b>The Graphic Design Concentration requires the following courses:</b>		
VAR 331 Graphic Design II	3	
VAR 332 Typography	3	
VAR 340 Digital Imaging for Designers	3	
VAR 408 Internship	3	
VAR 420 Design Portfolio	3	
VAR 430 Advanced Graphic Design I	3	
VAR 431 Advanced Graphic Design II	3	
<b>Studio Art electives include:</b>		
VAR 298 Digital Photography	3	
VAR 299 Advanced Digital Photography	3	
VAR 305 Ceramics I	3	
VAR 306 Ceramics II	3	

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VAR 307 Jewelry I	3	
VAR 308 Jewelry II	3	
VAR 312 Painting I	3	
VAR 313 Watercolor Painting	3	
VAR 314 Painting II	3	
VAR 315 Sculpture I	3	
VAR 316 Sculpture II	3	
VAR 320 Commercial & Textile Printing	3	
VAR 321 Fine Art Print Production	3	
VAR 406 Fashion Illustration	3	
<b>Graphic Design electives include:</b>		
VAR 298 Digital Photography	3	
VAR 299 Advanced Digital Photography	3	
VAR 230 Graphic Design I	3	
VAR 317 Interactive Design	3	*
VAR 331 Graphic Design II	3	
VAR 341 Advanced Digital Imaging for Designers	3	
VAR 401 Advanced Technical Problems	3	
VAR 407 Illustration for Media	3	
<b>Art History electives include:</b>		
VAR 403 Classical Art	3	
VAR 404 Medieval Art	3	
VAR 405 Renaissance Art	3	
VAR 409 West African Art	3	
VAR 412 Modern & Contemporary Art	3	
VAR 414 African American Art	3	
<b>The Studio Art Minor requires the following courses:</b>		
ART 110 Drawing I	3	
ART 111 2D Design or ART 121 3D Design	3	
VAR 2xx-4xx Art History	3	
Studio Art Elective	9	
<b>The Graphic Design Minor requires the following courses:</b>		
ART 101 Art Appreciation	3	
ART 110 Drawing I	3	



ALABAMA COMMISSION ON HIGHER EDUCATION  
 Friday, September 13, 2019

ART 211 Color Theory or VAR 298 Digital Photography	3	
VAR 230 Graphic Design I	3	
VAR 331 Graphic Design II	3	
Graphic Design Elective	3	
<b>The Art History Minor requires the following courses:</b>		
ART 220 History of Art I	3	
ART 221 History of Art II	3	
VAR 412 Modern & Contemporary Art	3	
Along with three from the following: VAR 403 Classical Art VAR 404 Medieval Art VAR 405 Renaissance Art VAR 409 West African Art VAR 414 African American Art VAR 491 Directed Studio Studies	9	

**Total                      120**

DECISION ITEM: F-4a Troy University, Bachelor of Science in Geographic Information Sciences (CIP 45.0702)

### **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 mission of the Geographic Information Sciences (GIS) program is to prepare students with comprehensive spatial theories, analytical thinking, and practical training to integrate geospatial technologies, such as Geographic Information Systems, Global Positioning Systems (GPS), Remote Sensing (FRS), database systems, and cyber mapping technologies, to advance their studies, and to serve the public. The Bachelor of Science in GIS directly aligns with the purpose of the new school of science and technology regarding undergraduate level study at Troy University. Students will be required to take a GIS internship course or project-based independent study, which can provide students with real-world experiences so that they can apply what they have learned directly to GIS applications.

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

**Mode of Delivery:** The delivery methods will include both traditional face-to-face and distance classes, hands-on lab exercises, seminars by working professionals, and senior-level application projects. The GIS major courses are to be offered online through Troy Online.

**Similar Programs:** Troy currently has a BS in Surveying and Geometric Sciences located at CIP 15.1102 in the Academic Program Inventory. Additionally, the following institutions have similar programs listed at CIP 45.0702: Auburn University (BS in Geospatial and Environmental Informatics), Auburn University at Montgomery (BS in Geographic Information Systems), and the University of North Alabama (BS in Geographic Information Systems). Compared to the above three programs, the proposed GIS major curriculum puts more emphasis on learning geospatial technologies (GIS 4415), analytical skills (GIS 3305), fundamental and advanced computing capabilities in spatial databases (GIS 4401), programming and modeling (GIS 4405), and internet mapping (GIS 4420).

**Collaboration:** According to University officials, at this time, there are no specific plans to collaborate at this time. However, TROY is open to the possibility.

**Resources:** The proposal projected that a total of \$70,000 in new funds will be required to support the proposed program. A total of \$3,449,950 will be available through internal reallocations and tuition.

**Public Review:** The program was posted on the Commission website from June 18 until July 8 (twenty days) for public review and comments. No comments were received.

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

1. There is a strong demand for graduates with GIS capabilities. According to university officials, in the past two years, several companies have contacted TROY's Department of Geospatial Informatics, as well as faculty members and expressed their desire to hire GIS student interns and graduates.
2. Students graduating from this program will have a thorough and comprehensive knowledge and skills in handling various geospatial technologies and analytics. In addition, students will conduct real-world GIS applications under the supervision of GIS professionals and/or faculty members.

DECISION ITEM: F-4a

Troy University, Bachelor of Science in Geographic Information Sciences (CIP 45.0702)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Bachelor of Science in Geographic Information Sciences.

Implementation Date: The proposed program will be implemented in August 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022, 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 2021-22 will be at least 19, based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2026-27 (six-year average) will be at least 7.5, based on the adopted graduation requirements 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, including also data on 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 May 1, 2019; 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**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION:</b> Troy University								
<b>PROGRAM:</b> Bachelor of Science in Geographic Information Sciences (CIP 45.0702)								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	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	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$70,000
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
<b>TOTAL</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$70,000</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
INTERNAL REALLOCATIONS	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$14,000
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$52,075	\$208,300	\$363,525	\$624,900	\$676,975	\$729,050	\$781,125	\$3,435,950
<b>TOTAL</b>	<b>\$54,075</b>	<b>\$210,300</b>	<b>\$365,525</b>	<b>\$626,900</b>	<b>\$678,975</b>	<b>\$731,050</b>	<b>\$783,125</b>	<b>\$3,449,950</b>
<b>ENROLLMENT PROJECTIONS</b>								
<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	20	35	60	65	70	75	54
PART TIME HEADCOUNT	Year 1 – no data reporting required	10	15	18	20	20	25	18
TOTAL HEADCOUNT	Year 1 – no data reporting required	30	50	78	85	90	100	72
NEW ENROLLMENT HEADCOUNT	Year 1 – no data reporting required	10	15	20	20	25	25	19
<b>DEGREE COMPLETION PROJECTIONS</b>								
<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	3	5	12	12	15	15	10

## Attachment 2

### Summary of Background Information

Bachelor of Science in Geographic Information Sciences  
Troy University

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

**Program Description/Objectives:** The mission of the Geographic Information Sciences (GIS) program is to prepare students with comprehensive spatial theories, analytical thinking, and practical training to integrate geospatial technologies, such as Geographic Information Systems, Global Positioning Systems (GPS), Remote Sensing (FRS), database systems, and cyber mapping technologies, to advance their studies, and to serve the public. The Bachelor of Science in Geographic Information Sciences directly aligns with the purpose of the new school of science and technology regarding undergraduate level study at Troy University. Students will be required to take a GIS internship course or project-based independent study, which can provide students with real-world experiences so that they can apply what they have learned directly to GIS applications. The objectives of the GIS major include:

- Graduates will be familiar with characteristics of different types of geospatial information and be able to display, overlay, and integrate various geospatial data in a GIS system;
- Graduates will be able to operate field instruments, collect spatial information and organize field data into geospatial databases for different spatial applications;
- Graduates will be able to process and analyze geospatial data with basic GIS tools and analysis models;
- Graduates will be able to independently analyze a spatial problem; identify existing spatial information; collect additional information, if necessary; conduct research and analysis on the data, and present a solution to the problem;
- Graduates will have the skills to grow and advance into managerial or leadership positions within geospatial professions.

The following student learning outcomes will be assessed for the program:

- 1) Students have fundamental knowledge of coordinates, coordinate systems, map projections, spatial data structures (such as vector and raster), and spatial topology;
- 2) Students are familiar with various spatial data formats; are able to find and manipulate commonly used spatial data, including census data, land use/land cover, DEM, road/stream networks, multispectral imagery, LiDAR; are able to integrate these data and design digital maps using a GIS system;
- 3) 3) Students are able to understand and conduct basic spatial analysis operations, apply them to various spatial data, and extract and derive additional information and data to support decision making;
- 4) Students are able to collect, process, and organize spatial with field instruments, such as GPS, 3D scanner, surveying instruments, and drones; . and to import field data into geospatial databases for different spatial applications;

- 5) Students are able to independently analyze a spatial problem, create geospatial databases, collect spatial data, design and build data processing/analysis models, write processing scripts if necessary, solve the problem, and present and share spatial solutions in various ways.

**Administration:** The program will be administered by the College of Arts and Sciences, Dr. Steven Taylor, Dean; and the Department of Geospatial Informatics, Dr. Xutong Niu, Chair.

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

**Accreditation:** There is no accrediting body for the proposed degree program.

**Curriculum:** The following new courses will be added to the program: GIS 3310 - Intro to Remote Sensing, GIS 4415 - Advanced Geospatial Technologies, GIS 4490 - GIS Senior Project, GIS 4490 - GIS Project, and GIS 4499 - GIS Internship.

**Program Completion Requirements**

Credit hours required in major courses:	36
Credit hours required in minor:	18
Credit hours in general education/core:	62
Credit hours required in support courses:	0
Credit hours in required or free electives:	4
Credit hours for thesis or dissertation:	0
Total semester hours:	120

Students in the GIS program will be required to take one semester of GIS internship (GIS 4490 with 3 credit hours) or an independent senior GIS project (GEM 4499 with 3 credit hours). In either course, students will be conducting real-world GIS applications under the supervision of GIS professionals and/or faculty members. This would further enhance students' knowledge and skills in the GIS field.

**Collaboration:** According to University officials, at this time, there are no specific plans to collaborate at this time. However, TROY is open to the possibility.

**Distance Education:** The delivery methods will include both traditional face-to-face and distance classes, hands-on lab exercises, seminars by working professionals, and senior-level application projects. The GIS major courses are to be offered online through Troy Online. This will provide opportunities to a wide spectrum of online students who are interested in GIS and geospatial technologies.

**Admissions:** According to the proposal, the program has no special admission requirements.

**Need:** According to the proposal, in the past two years, more and more companies and agencies have contacted the Department of Geospatial Informatics and faculty at TROY and expressed their desire to hire GIS student interns and graduates. These companies and government agencies include Alabama National Guard, Alabama Department of Transportation, Alabama Power, National Resources Conservation Services (NRCS), National Forest Services, and private engineering and surveying firms.

A recent search using the keyword "GIS" at [www.indeed.com](http://www.indeed.com) showed that over 2900 jobs nationwide and 93 jobs in the state have been posted in a two-week time span. Job positions cover all kinds of GIS application areas, including city government, software companies, banks, utility companies, and engineering firms. Both numbers indicate that there are many job opportunities in GIS in Alabama and the U.S.

Recent development of advanced geospatial technologies, such as 3D scanning, LiDAR, drones, web-based mapping, satellite imagery, artificial intelligence, big data, and cloud computing, has generated huge amounts of geospatial information, created many new applications, and more job positions and opportunities than ever before. However, there has been a lack of skilled geospatial professionals who

can handle such new technologies and analytical methods. A new and innovative academic curriculum in geospatial information sciences is needed to address various requirements and demands of the dynamic geospatial industry. (<https://www.geospatialworld.net/article/geospatial-industry-lacks-skilledworkforce/>).

**Student Demand:** Faculty members in the department have visited several community colleges in the state and local high schools to give talks about GIS and geospatial technologies. They have collected some data in terms of the level of interests from students. Here is data collected recently:

School Name	Yes	Undecided
Opp High School	7	6
Luverne High School	5	16
Charles Henderson High School	1	2
Coastal Alabama Community College	5	11
Southern Union Community College	2	8
Enterprise State Community College	3	1
Central Alabama Community College	3	7

Besides the data above, TROY officials also received positive feedback during a GeoDay event on March 11, 2019. Among 320 local and regional high school students who attended the event and visited the Troy University Campus, and the Department of Geospatial Informatics, more than 40 students have expressed strong interest in a GIS Major.

**Resources:**

Faculty:

Current Primary Faculty to teach in the program

Full-time: 5

Part-time: 2

Support Faculty—

Full-time: 1

Part-time: 0

Additional Faculty to be hired to teach in the program

Primary Faculty:

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

**Support Staff:** No additional staff members are requested.

**Equipment:** The following new equipment will be needed for the program: 3D scanner, drone, and GPS/GNSS receivers.

**Facilities:** No new facilities are required.

**Library:** The Troy University Library System consists of three physical campus libraries that are located in Troy, Montgomery, and Dothan, Alabama. The Troy Campus Library is considered the main library and it provides the majority of services and materials to support the University curriculum.

As of March 8, 2019, the Troy University Library System had approximately 330,000 volumes in the circulating and reference collections; approximately 200,000 items in the government documents

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, September 13, 2019

depository collection; more than 50,000 items in audiovisual materials; 278,534 electronic books; and access to nearly 200,000 full-text electronic periodicals. These holdings represent a variety of formats, such as print and electronic books, government documents, journals, videos, compact discs, audiobooks, and records. More than 1.3 million items are available in microform, including journals and newspapers. The Troy University Library System belongs to the Network of Alabama Academic Libraries (NAAL) and participates in reciprocal Interlibrary Loan (ILL) agreements with fellow NAAL institutions and some LYRASIS institutions.

**Program Budget:** The proposal projected that a total of \$70,000 in new funds will be required to support the proposed program. A total of \$3,449,950 will be available through internal reallocations and tuition.



**Attachment 3**

Troy University  
 Bachelor of Science in Geographic Information Sciences

Geographic Information Sciences (GIS) Major				
Four-year Study Plan				
Year	Fall Semester	Credit Hour	Spring Semester	Credit Hour
Freshman	MTH 1114 Pre-Cal Trigonometry	3	MTH 2210 Applied Statistics	3
	IS 2241 Computer Concepts	3	BIO 1120 Survey of Environmental Sciences	3
	SCI 2233 Physical Science	3	BIO L 120 Survey of Environmental Sciences Lab	1
	SCI 033 Physical Science Lab			
	<b>Subtotal</b>	10	<b>Subtotal</b>	7
	Sophomore	GEO 3300 Principles of Physical Geography	3	GEO 3301 Principles of Cultural Geography
GIS 3301 Cartography and Geo-Visualization		3	SS 3375 Introduction to Social Science Inquiry	3
CS 3310 Foundations of Computer Sciences		3		
<b>Subtotal</b>		9	<b>Subtotal</b>	6
Junior	GIS 3390 Fundamentals of Geographical Information and Analysis	3	GIS 3391 Application of Geospatial Information Systems	3
	GIS 3310 Introduction to Remote Sensing	3	GIS 3305 Spatial Information and Analysis	3
			GIS 4499 GIS Internship (Summer)	3
	<b>Subtotal</b>	6	<b>Subtotal</b>	9
Senior	GIS 4405 Geospatial Modeling and Programming	3	GIS 4415 Advanced Geospatial Technologies	3
	GIS 4420 Web-Based GIS	2	GIS 4401 Spatial Database Design and Management	3
			GIS 4490 GIS Senior Project (If needed)	3
	<b>Subtotal</b>	5	<b>Subtotal</b>	9

**Total 120 semester hours**

DECISION ITEM: F-4b Troy University, Master of Science in Applied Behavior Analysis (CIP 42.2814)

### **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 program will focus primarily on preparing graduates to work as applied behavior analysts with people diagnosed with autism spectrum disorder, intellectual disability, academic deficits, and problem behaviors across a wide variety of settings. Troy University's mission is to prepare highly qualified clinicians who have a strong foundation in evidence-based practice. This program fits within Troy University's institutional goal of preparing students for life-long learning and career success.

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

**Mode of Delivery:** According to the proposal, a variety of instructional delivery methods will be utilized including face-to-face, hybrid, blended, and online. Approximately 55 percent of the total program's courses offered will be provided by distance education.

**Similar Programs:** One other program listed at CIP 42.2814, Master of Science in Applied Behavior Analysis, is located at the University of Alabama in Huntsville.

**Collaboration:** According to University officials, at this time, there are no specific plans to collaborate at this time. However, TROY is open to collaboration with other institutions and agencies.

**Resources:** The proposal projected that a total of \$391,199 in new funds will be required to support the proposed program. A total of \$675,325 will be available through tuition.

**Public Review:** The program was posted on the Commission website from June 18 until July 8 (twenty days) for public review and comments. No comments were received.

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

1. As of January 2019, there are only 233 Licensed Behavior Analysts in the state of Alabama, not nearly enough to serve the need of the autism population.
2. According to the proposal, in May of 2017, Alabama became the 46<sup>th</sup> state to pass a law that requires insurance companies to cover treatment of autism, including applied behavior analysis, which will likely increase demand for graduates.
3. Graduates of the proposed program will meet the criteria for taking the examination to become a Board Certified Behavior Analyst (BCBA). The BCBA certification is required for licensure in Alabama and most other states. Additionally, behavior analysts can be licensed to practice independently at the master's level in Alabama.

DECISION ITEM: F-4b

Troy University, Master of Science in Applied Behavior Analysis  
(CIP 42.2814)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Master of Science in Applied Behavior Analysis.

Implementation Date: The proposed program will be implemented in August 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022, 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 2021-22 will be at least 5, based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2026-27 (six-year average) will be at least 3.75, based on the adopted graduation requirements 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, including also data on 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 May 6, 2019. 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**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION:</b> Troy University								
<b>PROGRAM:</b> Masters of Science in Applied Behavior Analysis (CIP 42.2814)								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	<b>TOTAL</b>
FACULTY	\$0	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$360,000
LIBRARY	\$4,457	\$4,457	\$4,457	\$4,457	\$4,457	\$4,457	\$4,457	\$31,199
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
<b>TOTAL</b>	<b>\$4,457</b>	<b>\$64,457</b>	<b>\$64,457</b>	<b>\$64,457</b>	<b>\$64,457</b>	<b>\$64,457</b>	<b>\$64,457</b>	<b>\$391,199</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	<b>TOTAL</b>
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$55,675	\$103,275	\$103,275	\$103,275	\$103,275	\$103,275	\$103,275	\$675,325
<b>TOTAL</b>	<b>\$55,675</b>	<b>\$103,275</b>	<b>\$103,275</b>	<b>\$103,275</b>	<b>\$103,275</b>	<b>\$103,275</b>	<b>\$103,275</b>	<b>\$675,325</b>
<b>ENROLLMENT PROJECTIONS</b>								
<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	<b>6-YEAR AVERAGE</b>
FULL TIME HEADCOUNT	Year 1 – no data reporting required	10	10	10	10	10	10	10
PART TIME HEADCOUNT	Year 1 – no data reporting required	0	3	2	1	0	0	1
TOTAL HEADCOUNT	Year 1 – no data reporting required	10	13	12	11	10	10	11
NEW ENROLLMENT HEADCOUNT	Year 1 – no data reporting required	5	5	5	5	5	5	5
<b>DEGREE COMPLETION PROJECTIONS</b>								
<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	<b>AVERAGE</b>
DEGREE COMPLETION PROJECTIONS	Year 1 – no data reporting required	2	3	4	5	5	5	4

**Attachment 2**

**Summary of Background Information**

Master of Science in Applied Behavior Analysis  
 Troy University

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

**Program Description:** The proposed program will focus primarily on preparing graduates to work as applied behavior analysts with people diagnosed with autism spectrum disorder, intellectual disability, academic deficits, and problem behaviors across a wide variety of settings. Our mission is to prepare highly qualified clinicians who have a strong foundation in evidence-based practice. This program fits within Troy University's institutional goal of preparing students for life-long learning and career success.

The following student learning outcomes will be assessed for the program:

College of Education Student Learning Outcome	Student Learning Outcome Description
#1 Content Knowledge	Students will be able to describe the concepts and principles of behavior analysis including: response and response class; stimulus and stimulus class; schedules of reinforcement; types of reinforcement and punishment; discrimination, generalization, and maintenance; motivating operations; verbal operants; and derived stimulus relations.
#2: Professional Skills	Students will be able to determine the need for behavioral services and prioritize socially-significant behavior-change goals. Students will conduct assessments, describe the common functions of problem behavior, and interpret functional assessment data.
#3 Professional Literacy	Students will be able to describe the philosophical assumptions underlying the science of behavior analysis and explain behavior from the perspective of radical behaviorism.
#4 Diversity	Students will demonstrate cultural competence by knowing their own culture and how it affects practice with clients from different cultures. Students will have cultural competence by knowing the interaction between the field of applied behavior analysis and different cultures. Students will be able to work with clients from diverse cultural backgrounds.
#5 Professionalism	Students will establish goals for supervision, select supervision goals for the supervisee, train personnel to competently perform assessment and intervention procedures, use function-based strategies to improve personnel performance, and evaluate the effects of supervision.

**Administration:** The program will be administered by the College of Education, Dr. Dionne Rosser-Mims, Dean; and the Department of Psychology, Dr. Frank Hammonds, 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). A total of three institutions voted in favor of the program.

**Accreditation:** The Association for Behavior Analysis International accredits training programs in behavior analysis. Currently this accreditation is not a part of the requirements for graduates to become certified or licensed to practice in Alabama or anywhere else in the world. Currently, fewer than 25 programs internationally are accredited. TROY does not plan to pursue accreditation at this time. However, TROY officials have designed the proposed program so that it meets the accreditation standards. If the standards in the field change so that accreditation becomes a requirement, then the proposed program will go through the accreditation process.

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

- 6XXX Supervised Field Experience in Behavior Analysis I
- 6XXX The Practice in Behavior Analysis
- 6XXX Ethics and Professionalism
- 6XXX Concepts and Principles of Behavior Analysis
- 6XXX Research Methods in Behavior Analysis
- 6XXX Behavior Change Procedures
- 6XXX Behavioral Assessment
- 6XXX Applied Behavior Analysis in Education
- 6XXX Applications of the Experimental Analysis of Behavior
- 6XXX Behavioral Theory and Philosophy
- 6XXX Preparing for Professional Practice
- 6XXX Thesis in Behavior Analysis
- 6XXX Research Project in Behavior Analysis

Program Completion Requirements:

Credit hours required in program core: 45  
Credit hours required in support courses: 0  
Credit hours in required or program electives:  
Credit hours for thesis or dissertation: 3  
Total semester hours: 48

**Supervised Fieldwork:** Students will take a 3-credit hour practicum course, Supervised Field Experience in Behavior Analysis, every term. This course will provide students with supervised experience and also require students to demonstrate competency in specific essential skills required for a competent clinician. The continuous enrollment in practicum courses will allow students to accumulate the required 1,500 hours of supervised experience required to be eligible to sit for the Board Certified Behavior Analyst (BCBA) examination upon graduation. Students must be supervised by a BCBA who is an approved supervisor for 10% of their experience hours gained each month.

**Thesis or Research Project in Applied Behavior Analysis:** Students may select from a formal thesis or a research project. Both options will require close collaboration with faculty and both must be behavioral in emphasis. Both of these options will require the student to submit a proposal to the institutional review board, write a project proposal, conduct the research, analyze data, and complete a manuscript. The research project, however, will be less rigorous in that several students may collaborate on one project and it will not meet the standards required of a thesis.

**Collaboration:** According to University officials, at this time, there are no specific plans to collaborate at this time. However, TROY is open to collaboration with other institutions and agencies.

**Distance Education:** According to the proposal, a variety of instructional delivery methods will be utilized including face-to-face, hybrid, blended, and online. Approximately 55 percent of the total program's courses offered will be provided by distance education.

**Admissions:** Two letters of recommendation and a maximum of a two-page personal statement will be required of all applicants. The personal statement should focus on the student's: (a) experience and (b) interest in obtaining a graduate degree in applied behavior analysis.

If a student has graduated from an undergraduate verified course sequence (VCS) in behavior analysis with an overall GPA of 3.4, there will be no GRE requirement and the application will be given priority review. If a student did not graduate from a VCS, then the GRE and an overall GPA of 3.00 is required for consideration.

**Need:** According to Troy officials, the most common areas of practice for behavior analysts are autism (67 percent), education (12 percent), and developmental disabilities (8 percent). In April of 2018, the Centers for Disease Control and Prevention released data that the prevalence of autism in the United States is 1 in 59 children. As of January 2019, there are only 233 Licensed Behavior Analysts in the state of Alabama, not nearly enough to serve the need of the autism population.

Additionally, several recent events in Alabama will likely increase opportunities for behavior analysts to practice. In May of 2017, Alabama became the 46th state to pass a law that requires insurance companies to cover treatment of autism, including applied behavior analysis. As of October 1, 2018, Licensed Behavior Analysts are eligible to become Medicaid providers. TROY officials anticipate that the combination of the ability to practice (provided by the Alabama licensure law), as well as increased funding opportunities (provided via the insurance mandate and Medicaid), will increase the demand for behavior analysts in Alabama.

**Student Demand:** According to TROY officials, Psychology is one of the most heavily enrolled majors at the University, with well over 1,000 students pursuing degrees in the program. The Psychology Department at TROY offers three minors for psychology majors and other students who wish to begin specialization at the undergraduate level. The most popular minor offered by the department is Applied Behavior Analysis (ABA). The percent of psychology undergraduates who have declared the minor has increased each year.

Although the ABA minor is less than 6 years old, several graduates are enrolled in behavioral master's programs, and many are working in the field. The appropriateness of extrapolating this trend to future graduates is supported by the results of a short survey that was sent to 211 ABA Minors in December 2017. One hundred and fourteen students responded to the survey. The vast majority of respondents indicated that they were considering applying to a master's program in behavior analysis (84 percent) and that they would be highly interested in applying to Troy University's Applied Behavior Analysis Master's Program, if such a program existed (highly interested — likely to enroll = 74.5 percent; moderately interested = 21.1 percent; not interested = 4.4 percent).

**Resources:**

Faculty:

Current Primary Faculty to teach in the program

Full-time: 2

Part-time: 0

Support Faculty—

Full-time: 4

Part-time: 0

Additional Faculty to be hired to teach in the program

Primary Faculty:

Full-time: 1  
Part-time: 0  
Support Faculty—  
Full-time: 0  
Part-time: 0

**Support Staff:** No additional 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 MS program.

**Facilities:** No new facilities are required.

**Library:** Relevant journals that Troy University Library already has full access to:

Behavior Analysis in Practice  
Behavior Analysis: Research and Practice  
Behavioral Development Bulletin  
Education and Treatment of Children  
Journal of Behavior Assessment and Intervention in Children  
Journal of Behavioral and Brain Science  
Journal of Consulting and Clinical Psychology  
Journal of Occupational Health Psychology  
Journal of Precision Teaching and Celeration (open access)  
Journal of Speech-Language Pathology and Applied Behavior Analysis  
The Psychological Record  
Journal of Applied Behavior Analysis  
Perspectives on Behavior Science\* (Previously the Behavior Analyst)  
Journal of the Experimental Analysis of Behavior\*  
Analysis of Verbal Behavior  
Journal of Organizational Behavior Management  
European Journal of Behavior Analysis  
Behavior Modification  
Journal of Behavioral Education  
Behavior and Social Issues  
The Journal of Special Education  
Journal of Autism and Developmental Disorder

**Program Budget:** The proposal projected that a total of \$391,199 in new funds will be required to support the proposed program. A total of \$675,325 will be available through tuition.



**Attachment 3**

**Troy University  
 Master of Science in Applied Behavior Analysis**

Course Number and Title	Number of Credit Hours	
6XXX Supervised Field Experience in Behavior Analysis	3 (Take for repeat credit every fall, spring, and summer term for a total of 18 credit hours)	
6XXX The Practice of Behavior Analysis	3	
6XXX Ethics and Professionalism	3	
6XXX Concepts and Principles of Behavior Analysis	3	
6XXX Research Methods in Behavior Analysis	3	
6XXX Behavior Change Procedures	3	
6XXX Behavioral Assessment	3	
6XXX Thesis in Behavior Analysis	1 (Take for repeat credit until completed)	
6XXX Research Project in Behavior Analysis	1 (Take for repeat credit for three semesters)	
6XXX Applications of the Experimental Analysis of Behavior	3	
6XXX Behavioral Theory and Philosophy	3	
6XXX Preparing for Professional Practice	3	

**Total**

**48**

DECISION ITEM: F-4c

Troy University, New Off-Campus Sites: Birmingham Resource Center and Huntsville Regional Center

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the following new off-campus sites for Troy University.

Proposal:

Troy University (TROY) plans to offer courses at the following new off-campus sites beginning in fall 2019:

Birmingham Resource Center, Birmingham, Alabama

Huntsville Regional Center, Huntsville, Alabama

Discussion:

An official with the institution has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up reports will be sent. The institutional certification was reviewed and transmitted by the Alabama Community College System.

Commission approval is required because both Jefferson and Madison Counties are outside of TROY's service area. According to the Commission's off-campus instruction policy, consent is not required from UAB or UAH since neither institution offers comparable courses.

The proposal was posted on the Commission website from July 9 until July 29 for public review and comments. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus sites at Birmingham Resource Center, Birmingham, AL and Huntsville Regional Center, Madison, AL attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

**Attachment 1**

*Alabama Commission on Higher Education*

**PROPOSAL FOR A NEW OFF-CAMPUS SITE**

<b>SITE INFORMATION</b>
-------------------------

**Institution:** Alabama Institute for Deaf and Blind  
**Administrator Responsible for Site**  
**Name & Title:** Dr. John Mascia, President of AIDB  
**Telephone:** (256) 761-3200  
**Fax:** (256) 761-3344  
**E-Mail:** mascia.john@aidb.org  
**Contact Person at Site If Other Than Administrator Above**  
**Name & Title:** Jessica L. Edmiston, M.Ed., Executive Director, E.H Gentry  
**Telephone:** (256) 761-3402  
**Fax:** (256) 761-3454  
**E-Mail:** edmiston.jessica@aidb.org  
**Location of Proposed Site**  
**Facility:** Birmingham Resource Center  
**Street Address:** 220 34th St S  
**City:** Birmingham, AL 35222  
**When will you begin offering instruction at this site?** County: Fall, 2019

<u>Type of Site</u>	Check One:
<b>Non-Exempt</b>	<input type="checkbox"/>
<b>Exempt from Review by Statute</b>	<input checked="" type="checkbox"/>
Fall 1978 registration exceeded 500.	<input type="checkbox"/>
University operated site prior to 1960.	<input type="checkbox"/>
Site located on military reservation.	<input type="checkbox"/>
Business & industry site where employees only are enrolled.	<input type="checkbox"/>
<b>Exempt from Review by Commission Policy</b>	<input checked="" type="checkbox"/>
Courses delivered via distance learning technology.	<input type="checkbox"/>
Prison site - courses delivered exclusively to inmates and prison employees.	<input type="checkbox"/>
High school site exclusively for early admission, accelerated/dual enrollment.	<input type="checkbox"/>
2-year college site located within SBE approved service area.	<input type="checkbox"/>
University site located within Commission recognized off-campus service area.	<input type="checkbox"/>

*Note: Follow-up report is not required for individual study courses.*

**Certification**

I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.

Signature of President/Chancellor:



Date: 22 Aug 2019



**Attachment 2**

*Alabama Commission on Higher Education*

**PROPOSAL FOR A NEW OFF-CAMPUS SITE**

<b>SITE INFORMATION</b>
-------------------------

**Institution: Alabama Institute for Deaf and Blind**  
Administrator Responsible for Site  
**Name & Title: Dr. John Mascia, President of AIDB**  
**Telephone: (256) 761-3200**  
**Fax: (256) 761-3344**  
**E-Mail: mascia.john@aidb.org**  
Contact Person at Site If Other Than Administrator Above  
**Name & Title: Isaac Beavers, Director, Huntsville Regional Center**  
**Telephone: (256) 539-7881**  
**Fax: (256) 532-0942**  
**E-Mail: beavers.isaac@aidb.org**  
Location of Proposed Site  
**Facility: Birmingham Resource Center**  
**Street Address: Huntsville Regional Center 600 St Clair Ave SW # 2**  
**City: Huntsville, AL 35801** County: \_\_\_\_\_  
When will you begin offering instruction at this site? Fall, 2019

Type of Site	Check One:
<b>Non-Exempt</b>	<input type="checkbox"/>
<b>Exempt from Review by Statute</b>	<input checked="" type="checkbox"/>
Fall 1978 registration exceeded 500.	<input type="checkbox"/>
University operated site prior to 1960.	<input type="checkbox"/>
Site located on military reservation.	<input type="checkbox"/>
Business & industry site where employees only are enrolled.	<input type="checkbox"/>
<b>Exempt from Review by Commission Policy</b>	<input checked="" type="checkbox"/>
Courses delivered via distance learning technology.	<input type="checkbox"/>
Prison site - courses delivered exclusively to inmates and prison employees.	<input type="checkbox"/>
High school site exclusively for early admission, accelerated/dual enrollment.	<input type="checkbox"/>
2-year college site located within SBE approved service area.	<input type="checkbox"/>
University site located within Commission recognized off-campus service area.	<input type="checkbox"/>

*Note: Follow-up report is not required for individual study courses.*

**Certification**

I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.

Signature of President/Chancellor:   
 Date: 22 Aug 2019

**COURSE LIST**



DECISION ITEM: F-5 University of Alabama, Master of Science in Management Information Systems (CIP 52.1201)

### **EXECUTIVE SUMMARY**

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

**Program Description:** The purpose of the Management Information Systems (MIS) program is to help students advance in their careers by improving understanding of how to use the latest information technologies (IT) to benefit organizational stakeholders, such as managers, organizations, employees, customers and partners. The proposed program also focuses on two of the fastest growing and in demand areas of MIS: data analytics and cyber security. These focused areas of study are in alignment with the university's goal of providing premier graduate education through distinctive curricular programs and the Culverhouse College of Business's strategic initiative to expand their analytics and cyber security related teaching and research capabilities.

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

**Mode of Delivery:** Distance education will not be used for the program at this time since all classes in the program will be offered in-person on-campus.

**Similar Programs:** Currently, Auburn University, the University of Alabama at Birmingham, and the University of Alabama in Huntsville have master's-level programs located at CIP 52.1201 in the Academic Program Inventory.

**Collaboration:** Collaboration is not being sought at this time; however, UA officials are open to exploring the idea in the future.

**Resources:** The proposal projected that a total of \$0 in estimated new funds will be required to support the proposed program. A projected total of \$2,277,460 will be available through tuition.

**Public Review:** The program was posted on the Commission website from June 18 until July 8 (twenty days) for public review and comments. No comments were received.

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

1. According to the Bureau of Labor Statistics data, there are expected to be 500 openings in Alabama in occupations related to MIS, and combined graduates from existing programs do not fulfill the need for master's-level professionals.
2. UA officials conducted a student demand survey of current and past MIS undergraduate students. The survey was sent to approximately 150 students, of which 119 or 79 percent responded. The results of the survey suggest that of the 110 respondents, 90 (76 percent) indicated an interest in the proposed program, with 97 percent indicating interest in pursuing the program within the next five years.

DECISION ITEM: F-5

University of Alabama, Master of Science in  
Management Information Systems (CIP 52.1201)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Master of Science in Management Information Systems.

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

Implementation Date: The proposed program will be implemented in August 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022, 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 2021-22 through 2026-27 will be at least 17, based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2026-27 (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 (UA) 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 Alabama program proposal, received June 10, 2019. 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**

**University of Alabama  
 Master of Science in Management Information Systems**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION: The University of Alabama								
PROGRAM: Management Information Systems (M.S.) (CIP 52.1201)								
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	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	200,050	200,050	269,290	309,300	360,090	429,330	509,350	2,277,460
TOTAL	200,050	200,050	269,290	309,300	360,090	429,330	509,350	2,277,460
ENROLLMENT PROJECTIONS								
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	6-YEAR AVERAGE
FULL TIME HEADCOUNT	0	10	13	15	18	21	25	17
PART TIME HEADCOUNT	0	0	0	0	0	0	0	0
TOTAL HEADCOUNT	0	10	13	15	18	21	25	17
NEW ENROLLMENT HEADCOUNT	0	10	13	15	18	21	25	17
DEGREE COMPLETION PROJECTIONS								
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	AVERAGE
DEGREE COMPLETION PROJECTIONS	0	9	12	14	17	19	23	16

**Attachment 2**  
**Summary of Background Information**

Master of Science in Management Information Systems  
University of Alabama

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

**Program Description:** The purpose of the Management Information Systems (MIS) program is to help students advance in their careers by improving understanding of how to use the latest information technologies (IT) to benefit organizational stakeholders, such as managers, organizations, employees, customers and partners. The proposed program also focuses on two of the fastest growing and in demand areas of MIS: data analytics and cyber security. These focused areas of study are in alignment with the university's goal of providing premier graduate education through distinctive curricular programs and the Culverhouse College of Business's strategic initiative to expand their analytics and cyber security related teaching and research capabilities.

Students who successfully complete the proposed program will be able to:

- Demonstrate how information technology links and enables the achievement of business goals in functional business units;
- Apply critical thinking skills to analyze business problems;
- Apply appropriate data analysis tools and methods to develop solutions to complex and unfamiliar business problems;
- Synthesize the impact of cyber security vulnerabilities on business information systems development; and
- Demonstrate ability to manage others and work in teams.

**Administration:** The program will be administered by the Culverhouse College of Business, Dr. Kay M. Palan, Dean; and the Department of Information Systems, Statistics, and Management Science, Dr. John Mittenthal, 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. There were no objections to the NISP or the program proposal.

**Accreditation:** The accreditation agency for the Culverhouse College of Business is the Association to Advance Collegiate Schools of Business (AACSB). UA officials will seek accreditation of the proposed program with AACSB, consistent with other programs in the college.

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

MIS 511 - Business Analytical Support System  
MIS 564 – Org Sec Mgmt  
MIS 561 – Applied Cyber Security  
MIS 563 – Behavioral Cyber Security  
MIS 566 – Intro Cybercrime and Digital Forensics

Credit hours required in program core: 30 semester hours (sh)

Credit hours required in support courses: 0

Credit hours required in program electives: 0

Credit hours for thesis: 0

Credit hours required for completion: 30 sh

**Collaboration:** Collaboration is not being sought at this time; however, UA officials are open to exploring the idea in the future.

**Distance Education:** Distance education will not be used for the program at this time since all classes in the program will be offered in-person on-campus.

**Admissions:** Students accepted into the program will have graduated with a baccalaureate degree in information systems, computer science, business analytics, or engineering from a regionally accredited college or university or from a recognized university abroad. If the degree is from a non IT-related field, admission is dependent upon the successful completion of two bridge courses that provide requisite knowledge needed for the Management Information Systems MS program in the areas of programming and systems analysis and design. Those two courses would be offered in the summer term prior to a fall semester program start. Students accepted into the program will have achieved a minimum overall undergraduate GPA of 3.0 on a 4.0 scale and will have earned a combined score of 580 or higher on the verbal and quantitative sections of the GMAT, or equivalent on the GRE.

**Need:** The Alabama Department of Labor (ADL) (<http://www2.labor.alabama.gov/Projections/Occupational/Regions2026.aspx>) provides projections for various MIS occupations. These projections are presented in the table below, along with their respective Standard Occupational Classification (SOC) codes and occupational titles. For example, Computer and Information Systems Manager positions (SOC Code 11-3021) are expected to grow by 12.41 percent from 2016-2026; an estimated 40 new positions of this type are established each year.

SOC Code	Occupational Title	Projected 2016-2026 Growth	Average Annual Openings Growth	Percentage with Master's	Average Annual Openings with Master's Growth
11-3021	Computer and Information Systems Manager	12.41%	40	25.9%	10
15-1111	Computer and information Research Scientists	21.88%	5	32%	2
15-1121	Computer Systems Analysts	11.07%	40	22.9%	9
15-1122	Information Security Analysts	6.98%	35	23.6%	8
15-1132	Software Developers, Applications	34.09%	180	30.3%	55
15-1133	Software Developers, Systems Software	17.93%	75	30.3%	23
15-1142	Network/ Computer Systems Administrators	5.83%	30	12.4%	4
15-1151	Computer User Support Specialists	13.33%	80	10.2%	8
15-1152	Computer Network Support Specialists	12.39%	15	10.2%	2
		Total	500		121

According to the U.S. Bureau of Labor Statistics (US-BLS) the percentage of employees in those occupations holding master's degrees ranges from 10.2 percent for Computer User Support Specialists to 32 percent for Computer and Information Research Scientists. Based on these percentages, the state of Alabama can expect to see no less than an annual increase of 500 new MIS-related positions each year until 2026, of which 121 will require a master's degree.

To determine the current supply of MIS Master's graduates in the state, UA conducted a brief survey of programs at the University of Alabama at Birmingham (UAB), the University of Alabama at Huntsville (UAH), Auburn University (AU), Auburn University at Montgomery (AUM), and the University of South Alabama (USA). Based on responses from the program chairs at UAB, UAH, and AU, it is estimated that the MIS (M.S.) programs in the state graduate a combined 60 potential employees to fill the estimated 121 new annual positions.

**Student Demand:** To determine student demand for the proposed Management Information Systems (MS) program, institutional officials conducted a survey of current and past MIS undergraduate students at UA. The survey was sent to approximately 150 current and former UA MIS students, of which 119 or 79.3 percent responded. The survey provided them with some information for the proposed program, including its proposed curriculum, and asked them whether or not they would be interested in enrolling in such a program and the timing of their interest. The survey also asked them to identify an area(s) of study in a MIS MS program of most interest to them, as well as a format for the program.

The results of the survey suggest that of the 119 respondents, 90 (75.6 percent) indicated an interest in the proposed MS in MIS program, with 97.3 percent of them interested in pursuing the program within the next five years. Further, roughly 64 percent of respondents were most interested in data analytics and 56.3 percent interested in cyber security, the two prominent content areas of study in the program.

**Resources:**

Faculty:

Current Primary Faculty—

Full-time: 12

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

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

**Facilities:** No new facilities will be required.

**Library:** The University of Alabama provides extensive library and learning resources available to students, staff, and faculty across campus. The size of the library system is notable and meets the demands of a large research institution, as well as the specialized needs of the Culverhouse College of Business, including the Department of Information Systems, Statistics, and Management Science.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, September 13, 2019

**Program Budget:** The proposal projected that a total of \$0 in estimated new funds will be required to support the proposed program. A projected total of \$2,277,460 will be available through tuition.

**Attachment 3**

**The University of Alabama  
Master of Science in Management Information Systems (MIS)**

Course Number	Course Name	Hours
MIS 511	Management Information Systems	1-3
MIS 525	Information Systems Project Management	3
MIS 527	Emerging Info Technologies Seminar	3
MIS 540	Database Design/Construction/Operations	3
MIS 598	Research in Management Info Systems	1-6
MIS 541	Business Analytical Support System	3
MIS 564	Org Sec Management	3
MIS 561	Applied Cyber Security	3
MIS 563	Behavioral Cyber Security	3
MIS 566	Intro Cybercrime and Dig Forensics	3

**Total 30**

DECISION ITEM: F-6a University of Alabama at Birmingham, Master of Science in Health Services Research (CIP 51.9999)

### **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 Master of Science degree in Health Services Research (MSHSR) is a graduate degree that provides advanced training in the development, implementation, and management of health services research projects. The MSHSR will only be available as an "embedded" part of the existing PhD program in Administration--Health Services and will acknowledge completion of the core coursework component of the PhD program. This program focuses on the acquisition and development of research skills to study the delivery of health services, and provides academic recognition to students who successfully complete the coursework along with two comprehensive exams, but who are unable to complete an independent research project constituting a dissertation.

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

**Mode of Delivery:** This proposed master's program is a component of the PhD program in Administration — Health Services, which is delivered as a full-time residential program. The single class currently delivered in an online format is taught by campus-based faculty available to meet in person with students if needed.

**Similar Programs:** Several master's-level programs exist in related courses of study: Auburn University at Montgomery has an MS in Healthcare Administration, and the University of Alabama at Birmingham has an MSHA in Healthcare Administration, both at CIP code 51.0701 (Health/Health Care Administration/Management). Additionally, the University of Alabama at Birmingham has a MSHI in Health Informatics located at CIP 51.0799 (Health and Medical Administrative Services). However, the proposed MSHSR at UAB focuses on research skills that would be used to study health services, rather than administration of health care programs and services.

**Collaboration:** UAB does not anticipate collaborating with other institutions at this time in the delivery of the proposed program.

**Resources:** The proposal projected that a total of \$0 in estimated new funds will be required to support the proposed program. A projected total of \$840,840 in new funds will be available from tuition.

**Public Review:** The program was posted on the Commission website from June 18 until July 8 (twenty days) for public review and comments. No comments were received.

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

1. The proposed program will not require any additional courses, faculty, or administration.
2. The proposed program would help meet the demand for Health Services Researchers by ensuring that it provides graduates with the requisite industry and research knowledge, and skills to fill open positions or to serve as consultants if recruited into academic positions.



DECISION ITEM: F-6a

University of Alabama at Birmingham, Master of Science in Health Services Research (CIP 51.9999)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Master of Science in Health Services Research.

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

Implementation Date: The proposed program will be implemented in January 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022, 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 2021-22, will be at least 7 based on the proposal.
2. That the annual average number of graduates for the period 2024-2025 through 2026-27 (three-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 February 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 Alabama at Birmingham program proposal, received June 7, 2019. 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 Science in Health Services Research (CIP 51.9999)								
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.)								
	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 (travel)	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0
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.)								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
INTERNAL REALLOCATIONS	0	0	0	0	0	0	0	0
EXTRAMURAL	0	0	0	0	0	0	0	0
TUITION	\$120,120	\$120,120	\$120,120	\$120,120	\$120,120	\$120,120	\$120,120	\$840,840
TOTAL	\$120,120	\$120,120	\$120,120	\$120,120	\$120,120	\$120,120	\$120,120	\$840,840
ENROLLMENT PROJECTIONS Note: "New Enrollment Headcount" is defined as unduplicated counts across years. (NOTE: No data reporting is required for Year 1)								
	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	8	12	16	20	20	20	16
PART TIME HEADCOUNT	Year 1 No data reporting required	6	9	12	15	15	15	12
TOTAL HEADCOUNT	Year 1 No data reporting required	14	21	28	35	35	35	28
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. (NOTE: No data reporting is required for Year 1. This represents 2-year completion at 80% of new enrollment.)								
	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	0	4	5	6	5

## Attachment 2

### Summary of Background Information

Master of Science in Health Services Research  
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 Master of Science degree in Health Services Research (MSHSR) is a graduate degree that provides advanced training in the development, implementation, and management of health services research projects. The MSHSR will only be available as an "embedded" part of the existing PhD program in Administration--Health Services and will acknowledge completion of the core coursework component of the PhD program. This coursework focuses on the acquisition and development of research skills to study the delivery of health services. Specifically, this degree program will:

- Recognize completion of a defined set of courses and experiential activities that prepare individuals to participate on health services research teams.
- Provide academic recognition to students who successfully complete the coursework along with two comprehensive exams, but who are unable to complete an independent research project constituting a dissertation.

**Assessment:** Assessment of student learning outcomes will be accomplished via the existing PhD program in Administration-Health Services procedures including:

- Successful completion of core courses, including course evaluations such as papers, presentations, and exams.
- Successful completion and oral defense of comprehensive exams in health services and research methods.
- Exit surveys/interviews with graduating students.

**Administration:** The program will be administered by Dr. Harold Jones, Dean, School of Health Professions; and the Department of Health Services Administration, Dr. Christy Harris Lemak, Chairperson.

**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 agency for the proposed program.

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

**Program Completion Requirements:**

Credit hours required in major courses:	30
Credit hours required in support courses:	N/A
Credit hours in required or free electives:	N/A
Credit hours for thesis:	N/A
<b>Total Credit hours:</b>	<b>30</b>

The Master of Science degree in Health Services Research will be an embedded degree program within the existing PhD program in Administration-Health Services. All applicants accepted to the doctoral program will also be admitted to the master's degree program.

Since any student eligible for the MSHSR degree will already be enrolled in the Administration--Health Services doctoral program (as this degree will not be available independent of the Administration--Health Services doctoral program), other graduate programs may not be of interest. However, graduates of the Administration — Health Services program who complete their doctorate and receive both degrees at graduation (MS and PhD) may be more attractive for post-doctoral fellowships.

**Collaboration:** UAB does not anticipate collaborating with other institutions at this time in the delivery of the proposed program.

**Distance Education:** This proposed master's program is a component of the PhD program in Administration — Health Services, which is delivered as a full-time residential program. The single class currently delivered in an online format is taught by campus-based faculty available to meet in person with students if needed.

**Admissions:** According to the proposal, only individuals who have been accepted into the PhD program in Administration – Health Services will be admitted to the proposed program.

**Need:** Alabama ranks in the bottom 10 percent of U.S. states on most health rankings (<https://www.americashealthrankings.org/explore/annual/measure/overall/state/AL>), including 47<sup>th</sup> in overall public health, 48<sup>th</sup> in infant mortality and obesity rates; and 45<sup>th</sup> in overall affordability (<https://www.usnews.com/news/beststates/alabama>). These examples highlight the challenges and opportunities facing the State of Alabama. Health services researchers are specially trained to address these challenges by conducting and/or synthesizing research that can improve the access, affordability, and quality of health care. The numbers of health services researchers by state are not available; thus, the specific demand for Alabama is not clear. Nevertheless, given growing interest in employing health services researchers in organizational entities other than academic institutions (e.g., hospitals, state government; Frogner, 2018), UAB officials think that demand for health services researchers in Alabama will remain strong and is likely to grow in the future.

**Student Demand:** The Master of Science degree in Health Services Research will be an embedded degree program within the existing PhD program in Administration-Health Services. All applicants accepted to the doctoral program will also be admitted to the master's degree program. Thus, student demand can be estimated based on previous applicant and enrollment numbers for the PhD program. According to UAB officials the PhD program has had an average of 19 applicants and 7 matriculants, respectively, per year over the past five years. Given data from the past two years and applications in progress for 2019, UAB officials anticipate similar application and matriculation trends in the coming years.

**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:** No new equipment will be needed for the program.

**Facilities:** No new facilities are required for the program.

**Library:** UAB states that the resources of UAB Libraries are well suited to support the proposed program.

**Program Budget:** The proposal projected that a total of \$0 in estimated new funds will be required to support the proposed program. A projected total of \$840,840 will be available from tuition.

**Attachment 3**

**Curriculum**

Master of Science in Health Services Research  
 University of Alabama at Birmingham

Course Number and Title	Number of Credit Hours
Health Services/Health Administration	
HA 602 Introduction to Health Care Systems	3
HA 605 Health Policy	3
AH 701 Administrative Theory/Implementation Science	3
AH 705 Health Care Finance	3
AH 710 Comparative Health Systems	3
Research Methods/Statistics	
HA632 Quantitative Methods	3
AH 703 Philosophy of Science	3
AH 707 Research Methods	3
AH 722 Regression	3
NST 780 Statistical Modeling II - Topics in Multivariate Analysis	3

**Total Hours**

**30**

.DECISION ITEM: F-6b University of Alabama at Birmingham, Master of Arts in Cultural Heritage Studies (CIP 30.1202)

### **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 program is intended to provide students with theoretical background and practical skills necessary to enter a career in the emerging fields of cultural heritage practice, policy, and management. Cultural heritage can be defined as physical signs of the human past that exist in the present. It is the study of the identification, collection, interpretation, management and politics of the past in the present. This includes objects and collections in museums, significant places such as monuments, historic houses, cultural landscapes, cultural routes, underwater cultural heritage, and ephemeral or intangible cultural heritage. Cultural heritage is also a profession and an academic field built upon modern ideas about how and why objects, buildings, landscapes, and traditions should be preserved, protected, and presented to people living today and in the future.

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

**Mode of Delivery:** According to the proposal, initially distance education will not be part of the program instruction. However, it is likely distance learning courses will be integrated into the program in subsequent years.

**Similar Programs:** There are no other programs located at CIP 30.1202 in the Academic Program Inventory.

**Collaboration:** UAB officials would be interested in exploring a joint Master of Arts/Juris Doctorate program with the University of Alabama School of Law or Cumberland School of Law at Samford University once the proposed program is approved and established.

**Resources:** The proposal projected that a total of \$0 in estimated new funds will be required to support the proposed program. A projected total of \$371,250 in new funds will be available from tuition.

**Public Review:** The program was posted on the Commission website from June 18 until July 8 (twenty days) for public review and comments. No comments were received.

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

1. The proposed program will be an interdisciplinary program housed in the Department of Art and Art History, with required courses taught in the Department of Anthropology and the Department of Political Science and Public Administration.
2. The Birmingham metro area has a density of institutions and organizations involved in cultural heritage and preservation locally and regionally, and there is an increasing need for professionals with expertise in cultural heritage studies and cultural heritage administration.



DECISION ITEM: F-6b

University of Alabama at Birmingham, Master of Arts in Cultural Heritage Studies (CIP 30.1202)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Master of Arts in Cultural Heritage Studies.

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

Implementation Date: The proposed program will be implemented in August 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022, 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 2021-22, will be at least 5 based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2026-27 (six-year average) will be at least 3.75, based on the adopted graduation requirements 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, including also data on 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, 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 Alabama at Birmingham program proposal, received June 7, 2019. 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: Cultural Heritage Studies, MA (CIP 30.1202)								
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	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION*	\$33,750	\$40,500	\$54,000	\$67,500	\$67,500	\$67,500	\$40,500	\$371,250
TOTAL	\$33,750	\$40,500	\$54,000	\$67,500	\$67,500	\$67,500	\$40,500	\$371,250
ENROLLMENT PROJECTIONS								
Note: "New Enrollment Headcount" is defined as unduplicated counts across years.								
	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	5	5	6	6	7	7	6
PART TIME HEADCOUNT	Year 1 No data Reporting required	3	4	5	5	5	3	4
TOTAL HEADCOUNT	Year 1 No data Reporting required	8	9	11	11	12	10	10
NEW ENROLLMENT HEADCOUNT	Year 1 No data Reporting required	4	4	5	5	5	5	5
DEGREE COMPLETION PROJECTIONS								
Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 No data Reporting required	3	3	5	4	4	6	4

## Attachment 2

### Summary of Background Information

Master of Arts in Cultural Heritage 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 program is intended to provide students with theoretical background and practical skills necessary to enter a career in the emerging fields of cultural heritage practice, policy, and management. Cultural heritage can be defined as physical signs of the human past that exist in the present. It is the study of the identification, collection, interpretation, management and politics of the past in the present. This includes objects and collections in museums, significant places such as monuments, historic houses, cultural landscapes, cultural routes, underwater cultural heritage, and ephemeral or intangible cultural heritage. Cultural heritage is also a profession and an academic field built upon modern ideas about how and why objects, buildings, landscapes, and traditions should be preserved, protected, and presented to people living today and in the future.

**Assessment:** The following programmatic student learning outcomes will be assessed by:

- 1) Applying knowledge of the historical and contemporary issues that face art objects and cultural heritage, including recovery, preservation, research, and education.
- 2) Evaluating primary sources relating to art and cultural heritage focusing on visual analysis, recovery and preservation methods, or archival research, to make informed decisions and to improve the field and its professions.
- 3) Conducting independent and collaborative research in museums and cultural heritage based in a specific disciplinary methodology and communicate it to a public audience through oral, written, visual or other practical means.
- 4) Interpreting the historical, changing uses and meanings of art/cultural objects and collections in museums, particularly with regard to the concept of heritage.
- 5) Identifying the relationships between cultural heritage and community and cultural identity formation.
- 6) Analyzing the commercial and non-profit sides of the business of cultural heritage, including organizational structures and staff roles.

**Administration:** The program will be administered by Dr. Robert Palazzo, Dean, College of Arts and Sciences; and the Department of Art History, Dr. Jessica Dallow, Chairperson.

**Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). A total of two institutions voted on the program proposal, and there was no opposition to the proposed program.

**Accreditation:** According to the proposal, because Cultural Heritage Studies is a young field (and an interdisciplinary one), there is currently no recognized accreditation body that oversees it.

**Curriculum:** The master's degree curriculum is being proposed as a 30 credit-hour degree that will have the following new courses: Issues in Global Cultural Heritage Preservation: Practice & Policy; Capstone Internship: Experience and Presentation; Issues in Global Cultural Heritage Preservation: Practice & Policy; and Capstone Internship: Experience and Presentation.

**Program Completion Requirements:**

Credit hours required in program core:	24
Credit hours required in support courses:	N/A
Credit hours in required or program electives:	6
Credit hours for thesis:	N/A
<b>Total Credit hours:</b>	<b>30</b>

The proposed program will be an interdisciplinary program housed in the Department of Art and Art History, with required courses taught in the Department of Anthropology and the Department of Political Science and Public Administration. Students in the proposed program will select one of two study tracks: Cultural Heritage track, or Cultural Heritage Administration track.

The Cultural Heritage track will provide students with an in-depth understanding and analytical grasp of the following:

- international cultural heritage and cultural property protection and response;
- cultural heritage and aid;
- the geopolitics of heritage as diplomacy;
- the role of international structures (World Bank, the European Union, USAID, the Asian Development Bank, etc.) on the conservation of world heritage;
- looting and willful destruction of historic sites and buildings;
- relationships between cultural heritage and community and cultural identity formation;
- tensions between majority and minority views of cultural heritage;
- implementation and evaluation of public policy;
- fundamentals of public administration;
- economic development practices in the United States;
- laws and regulations relevant to cultural heritage;
- opposition between cultural rights and human rights claims;
- social and cultural analysis of ethnicity and nationalist ideologies.

The Cultural Heritage Administration track will provide students with an in-depth understanding and analytical grasp of the following:

- implementation and evaluation of public policy and advocacy including public arts policy;
- the generation and management of public cultural activity such as exhibits, performances, arts education, and community programs;
- the commercial and non-profit sides of the business of culture, including organizational structures and staff roles;
- the critical stakeholders in the business of culture, their relationships to one another, and their roles in the process, including artists, managers, agents, producers, presenters, boards of directors, donors, and audiences;
- the relationship of money to culture, including production budgeting, earned revenue generation, and fundraising;

- economic development practices in the United States;
- fundamentals and legal features of public administration;
- leadership and management in public governance;
- nonprofit management;
- aspects of museum studies relevant to the administration and management of not-for-profit museums.

**Collaboration:** UAB officials would be interested in exploring a joint Master of Arts/Juris Doctorate program with the University of Alabama School of Law or Cumberland School of Law at Samford University once the proposed program is approved and established.

**Distance Education:** According to the proposal, initially distance education will not be part of the program instruction. However, it is likely distance learning courses will be integrated into the program in subsequent years.

**Admissions:** Interested students will apply to the proposed program through the UAB Graduate School. Students must fulfill all Graduate School requirements for admission to a master's degree program. Specifically, prospective students must have an earned baccalaureate degree with a 3.0 GPA or higher, or a 3.0 on the last 60 hours attempted. Students should complete the Graduate Record Examination and have their scores submitted for evaluation by the admissions committee. The applicant should have completed 18 semester hours in related coursework such as art history, anthropology, history, political science, or museum studies, although this requirement may be waived depending on the applicant's background and preparation. Qualified applicants will be invited for a required personal interview. The committee will consider all applicant information to select students who will be offered program admission.

**Need:** The proposed Cultural Heritage Studies program emphasizes the study of policy making and administration in relation to cultural heritage in a global context, therefore giving a unique perspective. According to UAB officials, there are several MA or PhD programs in the US that focus on cultural heritage studies in the context of physical preservation, and a smaller number that study cultural heritage along with museum studies. However, in terms of offering education in the relationship between cultural heritage and public policy, the only similar program at the MA level is at Goldsmiths, University of London (MA in Arts Administration and Cultural Policy). At the BA level, the only comparable program is offered at Georgetown University (Bachelor of Science in Foreign Service: Culture and Politics).

The College of Arts and Sciences' Strategic Plan at UAB calls for graduate and research programs to develop large-scale interdisciplinary programs by partnering with schools and departments across the university, and to enhance the global perspective of College of Arts and Sciences students in order that they may "succeed in our new global environment." The proposed new MA program in Cultural Heritage Studies accords with these College of Arts and Sciences Strategic Plan goals.

The increasing focus on the archival, museological and digital preservation of both global and local heritage, in part because of the destruction and loss of cultural heritage around the world, from religious sites to cultural objects to indigenous languages to oral traditions, has driven international, state and community organizations to seek out more and more expertise in the field of cultural heritage studies. Birmingham is one of the most multicultural cities in the United States, and the array of institutions and organizations involved in cultural heritage and preservation locally and regionally attests to this diversity. These include the Birmingham Civil Rights Institute, the Birmingham Holocaust Education Center, the Birmingham Museum of Art, the Sloss Furnaces National Historic Landmark, Alabama Iron & Steel Museum, Alabama Rural Heritage Foundation & Center, Bankhead House and Heritage Center, Berman Museum of World History, Crooked Creek Civil War Museum, Indian Mound & Museum, Moundville Archaeological Park, State Black Archives Research Center and Museum, Tuskegee Human and Civil Rights Multicultural Center, and the National Center for the Study of Civil Rights and African-American Culture, among many others.

**Student Demand:** Student demand for the proposed program is reflected in both current UAB undergraduate and graduate student comments and course enrollments. In the spring of 2018 two sections of an Art History seminar, "Global Cultural Heritage Policy and Practice" were taught, and each maintained sufficient enrollments to warrant offering this course regularly. In informal polls in each class, undergraduate and graduate students in those classes expressed eagerness for cultural heritage as an undergraduate major or graduate degree.

**Resources:**

Faculty:

Current Primary Faculty—

Full-time: 8

Part-time: 0

Support Faculty—

Full-time: 4

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

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

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

**Equipment:** No new equipment will be needed for the program.

**Facilities:** No new facilities are required for the program.

**Library:** The Mervyn H. Sterne Library at UAB maintains subscriptions to over 41,000 periodicals and access to specialized databases. Although its current book holdings on the subject of global cultural heritage policy and practice are limited at this time, the library does possess several key texts in the field and possesses important e-books relevant to study in Cultural Heritage Studies program. (Additional relevant texts are also available at the Birmingham Museum of Art's Clarence B. Hanson Jr. Library.) These combined resources are sufficient to support original research in Cultural Heritage Studies.

**Program Budget:** The proposal projected that a total of \$0 in estimated new funds will be required to support the proposed program. A projected total of \$371,250 will be available from tuition.

**Attachment 3**

**Curriculum**  
 Master of Arts in Cultural Heritage Studies  
 University of Alabama at Birmingham

Course Number and Title	Number of Credit Hours
CULTURAL HERITAGE STUDIES track:	
ARH 650 Issues in Global Cultural Heritage Preservation: Practice & Policy	3
ANTH 624 The Law of Historical and Cultural Resources	3
ANTH 641 Anthropology of Human Rights	3
ANTH 650 Nationalism Ethnicity and Violence	3
MPA 601 The Public Policymaking Process	3
MPA 602 Scope of Public Administration	3
MPA 682 Economic Development	3
ARH 5XX Art History elective	3
ARH 5XX, MPA 650XX, or ANTH 5XX: Art History, MPA, or Anthropology elective	3
ARH 591 Capstone Internship: Experience and Presentation	3
CULTURAL HERITAGE ADMINISTRATION track:	
ARH 650 Issues in Global Cultural Heritage Preservation: Practice & Policy	3
MPA 601 The Public Policymaking Process	3
MPA 602 Scope of Public Administration	3
MPA 667 Administrative Law	3
MPA 672 Nonprofit Management	3
MPA 682 Economic Development	3
ANTH 667 Museum Studies	3
ARH 5XX Graduate Art History elective	3
ARH 5XX Graduate Art History elective	3
ARH 591 Capstone Internship: Experience and Presentation	3

**Total Hours – 30**



DECISION ITEM: F-7 University of North Alabama, Executive Doctor of Business Administration in Business Administration (CIP 52.0201)

### **EXECUTIVE SUMMARY**

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

**Program Description:** The proposed Executive Doctor of Business Administration (EDBA) degree program at the University of North Alabama will be a professional degree program for organizational leaders with master's degrees and significant executive experience who are seeking to develop applied research skills for solving complex organizational problems and developing innovative business solutions based on the most current evidence-based practices. As a doctoral program, the degree will require a dissertation and the requisite statistical and methodological skills necessary to complete such a project. However, the coursework and research will be applied in conjunction with an intentional focus on how to leverage analytical tools and methods to solve real-world problems, address contemporary organizational issues, and navigate disruptive trends that may not have existed even five years ago.

**Role:** The proposed program would be the first doctorate-level program for the University of North Alabama (UNA), and is therefore not within the instructional role recognized by the Commission for UNA.

According to ACHE's Guidelines for Instructional Role, the Commission will receive, review, and vote on program proposals in a single discipline at a level higher than an institution's Commission recognized instructional degree level if the proposed program shall contribute strategic benefit to the configuration of current public institution offerings in the state of Alabama. UNA has submitted the proposal to be considered as a program that qualifies for an exception to its instructional role as a unique program in the state of Alabama that would serve a strong, distinct, and well documented societal, education or economic need.

Per the ACHE Guidelines for Instructional Role, an institution considered a non-doctoral institution that has a Commission-approved doctoral program will be given the appropriate doctoral weights only for the credit hours that result from the implementation of the approved program. These credit hours will also receive the doctoral library factor in the ACHE Standard calculation.

Under the ACHE Standard calculation, an institution will retain non-doctoral status until a doctoral role change is made. The institution will not receive full doctoral weighting until a role change occurs. Prior to requesting a role change to the doctoral level, unless specifically required in writing by the accrediting body addressed to ACHE or by the state statute:

- (1) the institution shall attain three (3) successful single discipline program implementations in three (3) different CIP codes (2-digit classification) before it may request an expansion of institutional instructional role to a higher degree level; and
- (2) the institution shall not seek a fourth (4th) discipline implementation before an expansion of institutional instructional role to a higher degree level request has been approved by the Commission.

Successful implementation is defined as two years of acceptable post-implementation information, including enrollment data, assessment results of the program learning objectives, as well as survey results of faculty and student feedback regarding each program's efficacy, and documentation of ongoing steps that have been implemented to facilitate graduates' employment. The Commission realizes that some data measures may have limited availability or determination within a two-year timeframe.

Specifically, once an institution attains three (3) ACHE-approved doctoral programs in three (3) different CIP categories (2-digit classification) and the role change has been approved by the Commission, it will then be considered a doctoral institution for the purposes of the ACHE Standard calculation and will receive the same component cost factors as other doctoral institutions.

**Mode of Delivery:** According to the proposal, all coursework will be completed online with residency requirements. The residency visits will take place on weekends (Friday-Sunday), with a total of 8-10 weekend visits per calendar year.

**Similar Programs:** The following institutions have doctoral programs listed at CIP 52.0201: Auburn University (PhD in Business), University of Alabama (PhD in Management), and the University of South Alabama (PhD in Business Administration).

**Collaboration:** UNA officials have no current plans to collaborate in the delivery of the proposed EDBA program, though they are open to collaboration.

**Resources:** The proposal projected that a total of \$5,380,000 in estimated new funds will be required to support the proposed program. A projected total of \$8,100,000 in new funds will be available from tuition.

**Public Review:** The program was posted on the Commission website from June 18 until July 8 (twenty days) for public review and comments. No comments were received.

**Rationale for Staff Recommendation:**

1. As the number of MBA holders in the industry continues to grow, there is increasing demand for doctorate-level training as a means of broadening one's skillset to include applied research.
2. There are currently no other Executive Doctor of Business Administration or Doctor of Business Administration programs in the state of Alabama or within a 200-mile radius of Florence.
3. The University of North Alabama's College of Business maintains accreditation with the Association to Advance Collegiate Schools of Business (AACSB), the main accrediting body for the field of business, and has faculty and resources to deliver an Executive Doctorate in Business Administration.

DECISION ITEM: F-7

University of North Alabama, Executive Doctor of Business Administration in Business Administration (CIP 52.0201)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the Executive Doctor of Business Administration in Business Administration.

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

Implementation Date: The proposed program will be implemented in August 2020. Based on Commission policy, the proposed program must be implemented by March 15, 2022, 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 2021-22, will be at least 15 based on the proposal.
2. That the annual average number of graduates for the period 2022-23 through 2026-27 (five-year average) will be at least 2.25, based on the adopted graduation requirements 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, including also data on related employment and/or acceptance into a graduate program.

The University of North Alabama (UNA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than 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 North Alabama program proposal, received May 15, 2019. 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**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION:</b> <i>University of North Alabama</i>								
<b>PROGRAM:</b> <i>Executive Doctor of Business Administration (CIP 52.0201)</i>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
FACULTY	\$190,000	380,000	580,000	580,000	580,000	580,000	580,000	3,470,000
LIBRARY	\$30,000	40,000	50,000	50,000	50,000	50,000	50,000	320,000
FACILITIES	0	0	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0	0	0
STAFF	\$60,000	60,000	60,000	60,000	60,000	60,000	60,000	420,000
ASSISTANTSHIPS	0	0	0	0	0	0	0	0
OTHER	\$135,000	155,000	176,000	176,000	176,000	176,000	176,000	1,170,000
<b>TOTAL</b>	<b>\$415,000</b>	<b>635,000</b>	<b>866,000</b>	<b>866,000</b>	<b>866,000</b>	<b>866,000</b>	<b>866,000</b>	<b>5,380,000</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
INTERNAL REALLOCATIONS	0	0	0	0	0	0	0	0
EXTRAMURAL	0	0	0	0	0	0	0	0
TUITION	\$450,000	900,000	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000	8,100,000
<b>TOTAL</b>	<b>\$450,000</b>	<b>900,000</b>	<b>1,350,000</b>	<b>1,350,000</b>	<b>1,350,000</b>	<b>1,350,000</b>	<b>1,350,000</b>	<b>8,100,000</b>
<b>ENROLLMENT PROJECTIONS</b>								
<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	30	45	45	45	45	45	42.5
PART TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	30	45	45	45	45	45	42.5
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	15	15	15	15	15	15	15
<b>DEGREE COMPLETION PROJECTIONS</b>								
<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	12	12	12	12	12	12

## Attachment 2

### Summary of Background Information

Executive Doctor of Business Administration  
University of North Alabama

**Role:** The proposed program would be the first doctorate-level program for the University of North Alabama (UNA), and is therefore not within the instructional role recognized by the Commission for UNA.

According to ACHE's Guidelines for Instructional Role, the Commission will receive, review, and vote on program proposals in a single discipline at a level higher than an institution's Commission recognized instructional degree level if the proposed program shall contribute strategic benefit to the configuration of current public institution offerings in the state of Alabama. UNA has submitted the proposal to be considered as a program that qualifies for an exception to its instructional role as a unique program in the state of Alabama that would serve a strong, distinct, and well documented societal, education or economic need.

Per the ACHE Guidelines for Instructional Role, an institution considered a non-doctoral institution that has a Commission-approved doctoral program will be given the appropriate doctoral weights only for the credit hours that result from the implementation of the approved program. These credit hours will also receive the doctoral library factor in the ACHE Standard calculation.

Under the ACHE Standard calculation, an institution will retain non-doctoral status until a doctoral role change is made. The institution will not receive full doctoral weighting until a role change occurs. Prior to requesting a role change to the doctoral level, unless specifically required in writing by the accrediting body addressed to ACHE or by the state statute:

- (1) the institution shall attain three (3) successful single discipline program implementations in three (3) different CIP codes (2-digit classification) before it may request an expansion of institutional instructional role to a higher degree level; and
- (2) the institution shall not seek a fourth (4th) discipline implementation before an expansion of institutional instructional role to a higher degree level request has been approved by the Commission.

Successful implementation is defined as two years of acceptable post-implementation information, including enrollment data, assessment results of the program learning objectives, as well as survey results of faculty and student feedback regarding each program's efficacy, and documentation of ongoing steps that have been implemented to facilitate graduates' employment. The Commission realizes that some data measures may have limited availability or determination within a two-year timeframe.

Specifically, once an institution attains three (3) ACHE-approved doctoral programs in three (3) different CIP categories (2-digit classification) and the role change has been approved by the Commission, it will then be considered a doctoral institution for the purposes of the ACHE Standard calculation and will receive the same component cost factors as other doctoral institutions.

**Program Description:** The proposed Executive Doctor of Business Administration (EDBA) degree program at the University of North Alabama will be a professional degree program for leaders seeking to go beyond the master's level and differentiate themselves by developing applied research skills for solving complex organizational problems and developing innovative business solutions based on the most current evidence-based practices. As a doctoral program, the degree will require a dissertation and the requisite statistical and methodological skills necessary to complete such a project. However, the coursework and research will be applied in conjunction with an intentional focus on how to leverage

analytical tools and methods to solve real-world problems, address contemporary organizational issues, and navigate disruptive trends that may not have existed even five years ago.

**Assessment:** Potential students in the proposed program are expected to demonstrate the following competencies:

1. Students will apply a variety of contemporary strategic business tools to solve complex organizational problems.
2. Students will analyze business-related data using appropriate research methodologies and analytic tools.
3. Students will evaluate current business practices using modern analytical tools.
4. Students will develop skills in scientific writing, inquiry, and in the process of scholarly publishing.
5. Students will conduct original, independent research on a business related topic.

**Administration:** The program will be administered by Dr. Gregory A. Carnes, Dean, College of Business; and Dr. S. Wes Davenport, Director of Graduate Business Programs.

**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:** UNA's College of Business is accredited by the Association to Advance Collegiate Schools of Business (AACSB), the main accrediting organization within the field of business. The proposed EDDBA program will be reviewed as part of the college's five-year accreditation cycle with AACSB.

**Curriculum:** As UNA does not currently have doctoral programs, all coursework for the program will be newly designed, with a focus on applied research and analysis.

Program Completion Requirements:

Credit hours required in program core:	42
Credit hours required in support courses:	0
Credit hours in required or program electives:	0
Credit hours for thesis or dissertation:	12
<b>Total Credit hours:</b>	<b>54</b>

The proposed EDDBA program does not require a comprehensive or qualifying exam, as all students will have an MBA and substantial executive experience. Students will be required to complete a dissertation demonstrating their capacity for original research.

**Collaboration:** UNA officials have no current plans to collaborate in the delivery of the proposed EDDBA program.

**Distance Education:** According to the proposal, all coursework will be completed online with residency requirements. The residency visits will take place on weekends (Friday-Sunday), with a total of 8-10 weekend visits per calendar year.

**Admissions:** Applicants should have previously earned an MBA or master's degree in a related field from an accredited academic institution. Therefore, no GMAT will be required for admission into the program. Applicants should possess at least 7 years of substantive work experience. Experience that includes high levels of responsibility, expertise, and leadership is preferred.

Qualified applicants will submit two letters of recommendation from professionals in academia or industry who can comment on accomplishments and contributions, leadership, and other potential success factors, and one essay outlining goals and motivations for pursuing an EDDBA. Interviews will be required prior to candidates being formally accepted into the program.

**Need:** There are currently no DBA or EDDBA programs offered by institutions in the state of Alabama. Additionally, there are no DBA or EDDBA programs offered by institutions in Tennessee or Mississippi, the two states bordering Alabama that are closest to the University of North Alabama. It is projected that positions for top executives, management analysts/consultants, and postsecondary teachers/business faculty will increase between now and 2026, and professional doctorates in management (such as the DBA and EDDBA) are the degrees suited to credential graduates for such jobs.

**Student Demand:** According to UNA officials, student demand projections are based on the rapid growth of DBA and EDDBA programs globally and in the United States. The Global DBA Survey was used in support of determining enrollment projections. The Global DBA Survey provides updates about professional doctorates in management across the globe. The survey is conducted by the DBA Compass between 2013-2014 and includes two parts. The first part of this survey provides an overview on the geographic distribution, teaching modes, and program lengths of almost 300 doctorates in management worldwide—including their special tracks, concentrations, and full-time equivalents. Part two provides an in-depth analysis of 46 selected programs offered in 15 countries, with particular interest in program characteristics, student characteristics, and career outcomes.

The Global DBA Survey found rising demand for professional doctorates in management, of which 86 percent were DBA degrees. Because of increasing student demand worldwide, most programs have been started in the last 10 years (<https://www.dba-compass.com/survey/#2014main>). Additionally, the most recent cohort sizes for five peer programs currently offering DBA/EDDBA degrees (University of Wisconsin-Whitewater, University of North Carolina at Charlotte, University of Missouri-St. Louis, University of Dallas, and University of South Florida) have ranged from 15 and 30 students (the proposed EDDBA at UNA is projecting 15 students), and none of these peer programs expressed difficulty in reaching their target enrollments, per interviews with program administrators/faculty.

**Resources:**

Faculty:

Current Primary Faculty—

Full-time: 11

Part-time: 0

Support Faculty—

Full-time: 1

Part-time: 0

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: 4

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

**Equipment:** There will be no need for new equipment.

**Facilities:** There will be no need for new facilities.

**Library:** Currently Collier Library offers access to the following high-ranking business and business administration journals including, but not limited to: Academy of Management Journal, Academy of Management Review, Accounting, Organizations and Society, Administrative Science Quarterly, American Economic Review, Contemporary Accounting Research, Entrepreneurship Theory and Practice, Harvard Business Review, Human Relations, Industry and Innovation, Information Systems Research, International Journal of Management, International Journal of Production, International Journal of Project Management,

Journal of Accounting and Economics, Journal of Accounting Research, Journal of Applied Psychology, Journal of Business Ethics, Journal of Business Venturing, Journal of Consumer Psychology, Journal of Consumer Research, Journal of Finance, Journal of Financial and Quantitative Analysis, Journal of Financial Economics, Journal of Management, Journal of Management Information Systems, Journal of Management Studies, Journal of Marketing Research, Journal of Operations Management, Journal of Personal Selling and Sales, Journal of Political Economy, Management and Organization, Management Learning, Omega, Technovation, and The Journal of Technology Transfer.

In addition to the periodicals referenced above, Collier Library currently provides access to a number of research databases and journal packages that include relevant materials. These databases and journal collections include: ABI INFORM Complete, Business Collection, Business Insights, Business Source Complete, CBCA Complete, Gale Business Insights, Global Issues in Context, InfoTrac Business Economics & Theory Collection, InfoTrac Small Business Collection, JSTOR, Lexis-Nexis Academic Universe, Mergent Intellect, Newspaper Source, ProQuest Asian Business and Reference, ProQuest Newspapers, ProQuest Telecommunications, Regional Business News, ScienceDirect, Snapshot Series, Standard and Poor 's NetAdvantage, Value Line Research Center, Vocational and Career Collection, and Wiley Online Library.

**Program Budget:** The proposal projected that a total of \$5,380,000 in estimated new funds will be required to support the proposed program. A projected total of \$8,100,000 in new funds will be available from tuition.



**Attachment 3**

**Curriculum**  
 Executive Doctor of Business Administration  
 University of North Alabama

DBA 800 Discovering Applied Research	3
DBA 810 Exploring Statistical Relationships in Business	3
DBA 811 Engaging with Applied Statistics Lab	1
DBA 820 Organizational Problem Solving: Design and Measurement	3
DBA 830 Advanced Quantitative Analysis	3
DBA 840 Advanced Qualitative Analysis	3
DBA 805 Project Management for Applied Research	1
DBA 815 Prediction and Planning for Business Futures	1
DBA 825 Innovation System Solutions	1
DBA 835 Designing Technology for User Experience	1
DBA 845 Emerging Methodologies for Organizations	1
DBA 855 Integrating GIS to Optimize Business Performance	1
DBA 861 Becoming Data Smart	3
DBA 862 Creative and Innovative Thinking	3
DBA 863 Emerging Issues in Business	3
DBA 864 Exploring Trends in the Global Economy	1
DBA 865 Applied Decision Making and Optimization	2
DBA 866 Applications of Disruptive Technology	3
DBA 900 Developing Applied Research Skills	2
DBA 901 Dissertation Design	3
DBA 902 Dissertation	12
<b>TOTAL</b>	<b>54</b>

DECISION ITEM: F-8a University of Montevallo, Bachelor of Science in Early Childhood Education and Teaching (CIP 13.1210)

### **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:** Alabama is currently focused on improving high quality, comprehensive, early childhood education and care. Building on the Family Consumer Science Program and the National Association for the Education of Young Children program (NAEYC) accredited Child Study Center, the University of Montevallo College of Education seeks to support the recruitment and preparation of high quality early childhood education (birth to age 8) educators. This program will lead to a Class B certificate in Early Childhood Education (Grades P-3) through the Alabama State Department of Education.

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

**Mode of Delivery:** According to the program proposal, the nature of the program requires students have applied experiences utilizing equipment in a clinical/applied setting to maximize the learning experiences as well as ensure students are acquiring the necessary skills needed in their respective career fields. That experience is generally supervised by a certified professional/faculty member, and that experience is best completed in person, where students can receive immediate feedback.

**Similar Programs:** The following institutions have programs located at CIP 13.1210: Alabama A&M University (Pre-Elementary Education, BS), Alabama State University (Pre-Elementary Education, BS), Auburn University (Early Childhood Education, BS), University of South Alabama (Early Childhood Studies, BS), University of Alabama at Birmingham (Early Childhood Education, BSEd), University of North Alabama (Early Childhood Education, BSEd), and Troy University (Early Childhood Education, BSEd/BAEd).

**Collaboration:** The UM's service area is large enough to support an independent program in Early Childhood Education. However, the institution is amenable to collaboration as appropriate.

**Resources:** The proposal stated that the program will require \$476,293 in estimated new funds over the first seven years. A total of \$3,381,400 will be available through tuition.

**Public Review:** The program was posted on the Commission website from June 18 through July 8 (twenty days) for public review and comments. No comments were received.

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

1. With the expansion of early childhood education in Alabama, there will be an increased demand for highly qualified teachers certified to teach grades P-3.
2. The proposed program builds on UM's existing resources with the Family Consumer Science program and NAEYC accredited UM Child Study Center and Elementary Education programs.
3. The proposed program will lead to a Class B certificate in Early Childhood Education (Grade P-3) through the Alabama State Department of Education.

DECISION ITEM: F-8a

University of Montevallo, Bachelor of Science in Early Childhood Education and Teaching (CIP 13.1210)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Bachelor of Science in Early Childhood Education and Teaching.

Implementation Date: The proposed program will be implemented in August 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022 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 18, 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 requirements 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, including also data on 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 June 7, 2019. 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**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: University of Montevallo</b>								
<b>PROGRAM: Early Childhood Education and Teaching, BS (CIP 13.1210)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	<b>TOTAL</b>
FACULTY	0	\$72,792	\$74,248	\$75,733	\$77,248	\$78,793	\$80,369	\$459,183
LIBRARY	0	0	0	0	0	0	0	0
FACILITIES	0	0	0	0	0	0	0	0
EQUIPMENT	0	\$5,000	0	0	0	0	0	\$5,000
STAFF	0	0	0	0	0	0	0	0
ASSISTANTSHIPS	0	0	0	0	0	0	0	0
OTHER	0	0	\$561	\$1,683	\$6,500	\$1,683	\$1,683	\$12,110
<b>TOTAL</b>	0	\$77,792	\$74,809	\$77,416	\$83,748	\$80,476	\$82,052	\$476,293
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	<b>TOTAL</b>
INTERNAL REALLOCATIONS	0	0	0	0	0	0	0	0
EXTRAMURAL	0	0	0	0	0	0	0	0
TUITION	\$63,800	\$127,600	\$255,200	\$446,600	\$638,000	\$829,400	\$1,020,800	\$3,381,400
<b>TOTAL</b>	\$63,800	\$127,600	\$255,200	\$446,600	\$638,000	\$829,400	\$1,020,800	\$3,381,400
<b>ENROLLMENT PROJECTIONS</b>								
<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	<b>6-YEAR AVERAGE</b>
FULL TIME HEADCOUNT	Year 1 - No data reporting required	10	20	35	50	65	80	43
PART TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	10	20	35	50	65	80	43
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	5	10	15	20	25	30	18
<b>DEGREE COMPLETION PROJECTIONS</b>								
<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	<b>AVERAGE</b>
DEGREE COMPLETION PROJECTIONS	No data reporting required	0	0	5	5	10	15	9

## Attachment 2

### Summary of Background Information

Bachelor of Science in Early Childhood Education and Teaching  
University of Montevallo (UM)

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

**Description/Objectives:** Alabama is currently focused on improving high quality, comprehensive, early childhood education and care. Building on the Family Consumer Science Program and the National Association for the Education of Young Children (NAEYC) program accredited Child Study Center, the UM College of Education seeks to support the recruitment and preparation of high quality early childhood education (birth to age 8) educators. This program will lead to a Class B certificate in Early Childhood Education (Grades P-3) through the Alabama State Department of Education.

Students who complete the degree will be certified to teach in grade P-3 classrooms (birth to age 8) in Alabama. With the expansion of early childhood education in Alabama, there will be an increased demand for highly qualified teachers certified to teach in grades P-3. Graduates who hold an Alabama teaching certificate in Early Childhood Education will be eligible for unconditional admission into Alabama traditional Class A masters-level programs in the same teaching field. These students would then be eligible to matriculate unconditionally into Class AA EdS programs in Early Childhood Education.

According to UM officials, the following standards have been adapted from the Alabama Administrative Code Educator Preparation Chapter Early Childhood Education (Grades P-3) Supp. No. 18-3-290-3-3-.05r:

1. Know and understand young children's characteristics and needs, from birth through age 8, including the multiple influences on early development and learning.
2. Use developmental knowledge to create healthy, respectful, supportive, and challenging learning environments for young children. Know about and understand diverse family and community characteristics.
3. Know about and use observation, documentation, and other appropriate assessment tools and approaches, including the use of technology in documentation, assessment and data collection to promote positive outcomes for each child, including the use of assistive technology for children with disabilities.
4. Know and understand effective strategies and tools for early education, including appropriate uses of technology.
5. Use a broad repertoire of developmentally appropriate teaching/learning approaches.
6. Understand content knowledge and resources in academic disciplines: language and literacy (including evidence-based specialized instruction that is multisensory in nature); the arts — music, creative movement, dance, drama, visual arts; mathematics; science; physical activity and physical education; health and safety; and social studies.

7. Use their own knowledge, appropriate learning standards (including Alabama College and Career Ready Standards applicable to K-3), and other resources to design, implement, and evaluate developmentally meaningful and challenging curriculum for each child.

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

**Accreditation:** According to the proposal, UM officials will seek accreditation of the proposed program through the Alabama State Department of Education's Continuous Improvement in Educator Preparation (CIEP) program review process. The proposed program will be reviewed by the Council for the Accreditation of Educator Preparation (CAEP) during the College of Education's next accreditation cycle scheduled for 2022.

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

- Intro to Teaching
- Teaching Reading I
- Teaching of Reading II
- Methods in the Inclusive ECE Classroom
- Methods and Materials for Teaching English Language Arts
- Methods and Materials for Teach Social Studies
- Methods and Materials for Teach Math
- Methods and Materials for Teach Science
- Evaluation in ECE Settings
- Music for the Early Learners
- Organization and Methods for ECE

**Program Completion Requirements for the BA:**

Credit hours required in major: 61 semester hours (sh)  
Credit hours in general education or core curriculum: 44 sh  
Credit hours required in minor: N/A  
Credit hours required in support courses: 13 sh  
Credit hours required in free electives: 0  
Credit hours in internship: 9 sh  
Credit hours required for completion: 127 sh

**Collaboration:** The UM's service area is large enough to support an independent program in Early Childhood Education. However, the institution is amenable to collaboration as appropriate.

**Distance Education:** According to the program proposal, the nature of the program requires students have applied experiences utilizing equipment in a clinical/applied setting to maximize the learning experiences as well as ensure students are acquiring the necessary skills needed in their respective career fields. That experience is generally supervised by a certified professional/faculty member, and that experience is best completed in person, where students can receive immediate feedback.

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

**Need:** Alabama is currently experiencing shortages in teaching positions across the State. To address these shortages, the Alabama State Superintendent, Dr. Eric Mackey, has convened a Teacher Shortage Taskforce. Building on the Family Consumer Science program and NAEYC accredited UM Child Study Center and Elementary Education programs, the University now seeks to reinstate the initial certification in Early Childhood Education (Grades P-3) at the undergraduate level to address teacher shortages that exist at all levels and also demand related to anticipated expansion of early childhood programs, specifically Pre-K. With respect to the latter, the Alabama

Department of Early Childhood Education maintains a strong commitment to expand high quality early childhood education in Alabama and support workforce development for P-3 educators.

**Student Demand:** Family and Consumer Science students (n=66) and Elementary Education students (n=58) completed a survey during the spring 2019 term to determine interest. Students were surveyed differently given the way the Early Childhood program can integrate with the Elementary program. Students responded positively to the following respective questions:

1. Is this major of interest to you?

Definitely	Probably	Neutral	Probably Not	Definitely Not
	17%		1%	3%

2. Is this a major that you would have seriously considered if it had been offered when you began at UM?

Definitely	Probably	Neutral	Probably Not	Definitely Not
53%			15%	1%

3. Do you think a major in Early Childhood Education would enhance your employment opportunities when you graduate?

Definitely	Probably	Neutral	Probably Not	Definitely Not
	26%	12%	1%	0%

4. How likely would you be to declare a major in Early Childhood Education?

Definitely	Probably	Neutral	Probably Not	Definitely Not
	31%	15%	80%	8%

**Faculty:**

Current Primary Faculty—

Full-time: 3

Part-time: 0

Support Faculty—

Full-time: 6

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 new equipment is required for the program.

**Facilities:** No new facilities will be required.



ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, September 13, 2019

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

**Program Budget:** The proposal stated that the program will require \$476,293 in estimated new funds over the first seven years. A total of \$3,381,400 will be available through tuition.

Attachment 3

University of Montevallo  
 Bachelor of Science in Early Childhood Education and Teaching

2020-2021 Early Childhood Education BS Degree Plan

Student name: \_\_\_\_\_ UMID: \_\_\_\_\_ Date: \_\_\_\_\_  
 Advisor name: \_\_\_\_\_ Concentration: None



UNIVERSITY of  
 MONTEVALLO

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 (44 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, 232 or 234.\* 3 \_\_\_\_\_  
\*Students must complete a six-hour sequence in either History or Literature. Students may complete both sequences.  
 Choose COMS 101 or 102. 3 \_\_\_\_\_  
 Choose MUS 256. 3 \*\*  
 Choose one Humanities:  
 ENG 231 or 233, 232 or 234; FRN 101, 102, 150, 201, 202, 250; SPN 101 or 103, 102 or 104, 150, 201, 202, 250; GER 101, 102, 201, 202; PHIL 110 or 111, 180, 220 or 221, 230, 280, 290.  
 Choose two of the following (not used above):  
 ART 100, 218, 219; ENG 231 or 233, 232 or 234; 3 \_\_\_\_\_  
 FRN 101, 102, 150, 201, 202, 250; SPN 101 or 103, 102 or 104, 150, 201, 202, 250; GER 101, 102, 201, 202; MC 325; MUS 121 or 122, 125, 211, 255, 342; PHIL 110 or 111, 180, 220 or 221, 230, 280, 290; THEA 120 or 122. 3 \_\_\_\_\_
3. **Natural Sciences & Mathematics (11)**  
 Choose one lab science from two different disciplines:  
 BIO 100, 105-107; CHEM 100-102, 121, 122; 4 \_\_\_\_\_  
 ES 100; GEOL 110, 115; PHYS 100 or higher. 4 \_\_\_\_\_  
 Choose MATH 147. 3 \_\_\_\_\_
4. **History, Social & Behavioral Sciences (12)**  
 Choose one history: HIST 101, 103, 102 or 104.\* 3 \_\_\_\_\_  
\*Students must complete a six-hour sequence in either History or Literature. Students may complete both sequences.  
 Choose three of the following not used above:  
 EC 231, 232; GEOG 231; HIST 101/103, 102/104; 3 \_\_\_\_\_  
 POS 200, 250; PSYC 201; SOC 101 or 102. 3 \_\_\_\_\_  
 3 \_\_\_\_\_
5. **Personal Development (3)**  
 Choose ED 447. 3 \*\*

\*\*Indicates requirement is satisfied in major course requirements.

**Additional Requirements for Certification (13 hours)**

- \*Also fulfills requirements for Bachelor of Science
- Choose MATH 144. 3 \_\_\_\_\_
  - Choose MATH 160. 3 \_\_\_\_\_
  - Choose MATH 162. 3 \_\_\_\_\_
  - Choose additional science elective. \_\_\_\_\_ 4 \_\_\_\_\_

**Professional Studies (28 hours)**

- ED 401 (Introduction to Teaching) 1 \_\_\_\_\_
- ECE 410 (Teaching of Reading I) 3 \_\_\_\_\_
- EDF 330 (Educational Psychology) 3 \_\_\_\_\_
- EDF 375 (School and Society) 3 \_\_\_\_\_
- ED 407 (Exceptional Learners in ECE) 3 \_\_\_\_\_
- EXNS 490 (MGT of Med Fragile Child) 3 \_\_\_\_\_
- ED 447 (Technology for Today's Classroom) 3 \_\_\_\_\_
- FCS 389 (Infant Development) 3 \_\_\_\_\_
- FCS494 (Implementation of ECE Program) 3 \_\_\_\_\_
- EDI 499 (Intern Certification Preparation) 3 \_\_\_\_\_

**Internship (9)**

- EDI 470 (Internship in Elementary Education) 9 \_\_\_\_\_

**Teaching Field (33 hours)**

- ECE 411 Teaching Reading II 3 \_\_\_\_\_
- ECE 415 (Methods in the Inclusive Classroom) 3 \_\_\_\_\_
- ECE 466 (M&M for ELA) 3 \_\_\_\_\_
- ECE 444 (M&M for Teaching Social Studies) 3 \_\_\_\_\_
- ECE 445 (M&M for Teaching Math) 3 \_\_\_\_\_
- ECE 448 (M&M for Teaching Science) 3 \_\_\_\_\_
- FCS 391 (Child Development) 3 \_\_\_\_\_
- ENG 310 (Literature for Children) 3 \_\_\_\_\_
- MUS 256 (Music for the Early Learner) 3 \_\_\_\_\_
- ECE 481 (Organization and Methods for ECE) 3 \_\_\_\_\_
- EDF 461 (Evaluation in ECE Settings) 3 \_\_\_\_\_

**General Electives (none required)**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Minor Course Requirements (Optional)**

Title: \_\_\_\_\_ Hrs. Req. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**GENERAL GRADUATION REQUIREMENTS**

- |  |   |
|--|---|
| 1. 50% of hrs in major area at UM        | 6. 6-hr sequence in history or literature                                       |
| 2. 30 hrs 300/400 at UM                  | 7. Capstone experience within major   |
| 3. 30 of last 40 hours at UM             | 8. All courses graded with a 'C' or higher                                      |
| 4. 64 hr limit from 2-year school credit | 9. 2.75 or higher overall GPA, and in all teaching field and professional areas |
| 5. 45 hr limit of non-traditional credit |   |

Total Hours Required: 127  
 Total Hours Completed to Date: \_\_\_\_\_  
 Hours Remaining for Completion: \_\_\_\_\_  
 Hours Currently Registered: \_\_\_\_\_  
 Hours Remaining: \_\_\_\_\_

DECISION ITEM: F-8b University of Montevallo, Master of Science in Exercise Science (CIP 31.0505)

### **EXECUTIVE SUMMARY**

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

**Program Description:** The proposed program will provide advanced academic training in exercise science. Special emphasis will be placed on strength and conditioning. Students who complete their degree will be able to pursue graduate-level professions in the many fields of strength and conditioning. Positions in this field include, but are not limited to: high school strength professional, collegiate strength professional, professional sports strength and conditioning coach, and corporate research/strength and conditioning professional.

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

**Mode of Delivery:** According to the program proposal, instructional delivery will primarily consist of standard lecture and discussion, as well as applied (hands-on) sessions where students will be allowed to practice techniques discussed in the classroom.

**Similar Programs:** The University of Montevallo currently offers a BS in Exercise and Nutrition Science at the same CIP code. The following institutions have master's-level programs located at CIP 31.0505: Auburn University Montgomery (MEd in Kinesiology), Alabama A&M University (MS in Kinesiology), Troy University (MS in Exercise Science), and the University of Alabama (MA in Kinesiology). Programs at related CIP codes are delivered at the University of Alabama at Birmingham (MS in Kinesiology, CIP 13.1314), the University of North Alabama (MS in Health and Human Performance, CIP 31.9999) and Auburn University (MS in Health and Physical Education, CIP 26.0908).

**Collaboration:** The University of Montevallo does not have plans to collaborate on the delivery of the MS in Exercise Science, though they remain amenable to collaboration as appropriate.

**Resources:** The proposed program will require \$483,983 in estimated new funds over the first seven years. A total of \$1,141,240 will be available through tuition and internal reallocations.

**Public Review:** The program was posted on the Commission website from June 18 through July 8 (twenty days) for public review and comments. No comments were received.

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

1. Bureau of Labor Statistics Data projects 13 percent growth nationally in exercise science occupations. In Alabama, growth is projected at 5 percent over the next ten years. Those employed in related occupations such as exercise physiologists typically have master's-level training.
2. The proposed program will be one of two graduate programs in the state recognized by the National Strength and Conditioning Association (NSCA).

3. The University of Montevallo has demonstrated sufficient student demand based on current enrollments in its BS program in Exercise and Nutrition Science.

DECISION ITEM: F-8b

University of Montevallo, Master of Science in  
Exercise Science (CIP 31.0505)

Staff Presenter:

Dr. Robin McGill  
Director of Instruction and Special Projects

Staff Recommendation:

That the Commission approve the proposed Master of Science in Exercise Science.

Implementation Date: The proposed program will be implemented in August 2020. Based on Commission policy, the proposed program must be implemented by March 13, 2022 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 13, based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2026-27 (six-year average) will be at least 3.75, based on the adopted graduation requirements 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, including also data on 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 April 25, 2019. 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**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: University of Montevallo</b>								
<b>PROGRAM: Exercise Science, MS (CIP 31.0505)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	<b>TOTAL</b>
FACULTY	0	\$72,792	\$74,248	\$75,733	\$77,248	\$78,793	\$80,369	\$459,183
LIBRARY	0	0	0	0	0	0	0	0
FACILITIES	0	0	0	0	0	0	0	0
EQUIPMENT	0	\$2,000	0	0	0	0	0	\$2,000
STAFF	0	0	0	0	0	0	0	0
ASSISTANTSHIPS	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$14,000
OTHER	\$8,800	0	0	0	0	0	0	\$8,800
<b>TOTAL</b>	<b>\$10,800</b>	<b>\$76,792</b>	<b>\$76,248</b>	<b>\$77,733</b>	<b>\$79,249</b>	<b>\$80,793</b>	<b>\$82,369</b>	<b>\$483,983</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	<b>TOTAL</b>
INTERNAL REALLOCATIONS	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$14,000
EXTRAMURAL	0	0	0	0	0	0	0	0
TUITION	\$37,080	\$59,328	\$111,248	\$140,904	\$185,400	\$259,560	\$333,720	\$1,127,240
<b>TOTAL</b>	<b>\$39,080</b>	<b>\$61,328</b>	<b>\$113,248</b>	<b>\$142,904</b>	<b>\$187,400</b>	<b>\$261,560</b>	<b>\$335,720</b>	<b>\$1,141,240</b>
<b>ENROLLMENT PROJECTIONS</b>								
<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	<b>6-YEAR AVERAGE</b>
FULL TIME HEADCOUNT	Year 1 - No data reporting required	8	10	12	15	20	25	15
PART TIME HEADCOUNT	Year 1 - No data reporting required	3	5	7	10	15	20	10
TOTAL HEADCOUNT	Year 1 - No data reporting required	11	15	19	25	35	45	25
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	4	6	10	12	15	20	13
<b>DEGREE COMPLETION PROJECTIONS</b>								
<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	<b>AVERAGE</b>
DEGREE COMPLETION PROJECTIONS	No data reporting required	5	8	12	15	18	20	13

## Attachment 2

### Summary of Background Information

Master of Science in Exercise 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 program will provide advanced academic training in exercise science. Special emphasis will be placed on strength and conditioning. Students who complete their degree will be able to pursue graduate level professions in the many fields of strength and conditioning. Positions in this field include, but are not limited to: high school strength professional, collegiate strength professional, professional sports strength and conditioning coach, and corporate research/strength and conditioning professional.

Student progress will be assessed according to the following programmatic learning outcomes:

- Students will demonstrate a sound foundational knowledge and understanding of the principles of biology, chemistry, and nutrition, and an advanced understanding of human anatomy and physiology as they relate to responses and adaptations to physical activity and exercise.
- Students will demonstrate basic laboratory skills pertaining to assessments, laboratory methods, sound experimental and analytical practices, and data acquisition and reporting in the exercise sciences.
- Students will demonstrate knowledge of the importance and influence of physical activity, kinesiology, nutrition and exercise on health and be an advocate for physically active lifestyles as a means to improve quality of life and reduce the risk and prevalence of lifestyle related diseases.
- Students will demonstrate the ability to plan, administer, and evaluate wellness and fitness programs, nutrition projects, and exercise physiology tracks based in sport, clinical, industrial, and/or corporate environments.
- Students will demonstrate the requisite skills and abilities for meaningful employment in exercise science related areas or pursue graduate studies in an exercise science related area.

**Administration:** The program will be administered by the College of Education, Dr. Courtney Bentley, Dean; and the Department of Exercise Nutrition and Science, Dr. Stacy Bishop, Chairperson.

**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:** In May of 2018, UM became a recognized undergraduate program with the National Strength and Conditioning Association (NSCA), the main professional body for the discipline of strength and conditioning. Although NSCA does not function as a traditional accreditor, they review and approve curricula that prepare students to become NSCA-Certified Strength and Conditioning Specialists (CSCSs). UM officials will pursue recognition for the proposed graduate program during the



2019-2020 school year. This recognition will distinguish UM's undergraduate and graduate programs as one of only two programs in the state recognized by NSCA at both the undergraduate and graduate levels.

**Curriculum:** All twelve courses in the proposed program will be new courses.

**Program Completion Requirements:**

Credit hours required in program core: 32 semester hours (sh)

Credit hours required in support courses:

Credit hours required in program electives: 0

Credit hours in internship: 3 sh (for internship option)

Credit hours in thesis: 6 sh (for thesis option)

Credit hours required for completion: 35 sh for internship option; 38 sh for thesis option

All students will complete 32 hours of master's-level coursework. Students will be able to choose between an internship experience coupled with comprehensive exams or a thesis to complete their graduate work. The thesis will require 6 credit hours of study, while the internship will carry a 3-hour credit. It is our intention to assign 90 contact hours to the internship experience (30 contact hours per credit hour) at a program-approved internship location.

**Collaboration:** The University of Montevallo does not have plans to collaborate on the delivery of the MS in Exercise Science, though they remain amenable to collaboration as appropriate.

**Distance Education:** Instruction will primarily be delivered through standard lecture and discussion, as well as applied (hands-on) sessions where students will practice techniques discussed in the classroom.

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

**Need:** Bureau of Labor Statistics Data projects 13% growth nationally in occupations directly associated with this degree program. In Alabama, growth is projected at 5% over the next ten years. Those employed in related occupations such as exercise physiologists typically have master's-level training.

Additionally, demand for master's-level professionals with specific training in strength and conditioning will grow over the next 10 years, as high schools and universities/colleges will be required to have a NSCA-certified strength and conditioning professional involved in the planning and implementation of conditioning programs for their respective athletes. There are currently 8 programs recognized at the undergraduate level in the state of Alabama, including the University of Montevallo. However, there is only one institution (i.e., AUM) with graduate-level recognition.

**Student Demand:** According to UM officials, the University currently serves over 124 Exercise and Nutrition Science (EXNS) students at the undergraduate level. Current EXNS students seeking advanced preparation in exercise science prior to or in addition to admission to professional school are the primary pool for recruitment. EXNS students (n=67) completed a survey during the fall 2017 and spring 2018 terms to determine interest. Students responded positively to the following three questions:

1. Do you plan to pursue a master's degree? (87 percent YES)
2. Would an MS EXNS degree interest you? (88 percent YES)
3. Would a University of Montevallo MS EXNS interest you? (84 percent YES)

**Faculty:**

Current Primary Faculty—

Full-time: 4

Part-time: 0

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 new equipment is required for the program.

**Facilities:** No new facilities will be required.

**Library:** The Carmichael library currently supports Exercise Science undergraduate students with access to 126 databases, open educational resources, interlibrary loan support services, research consultations, and research guides tailored for Exercise and Nutrition Sciences coursework. The main circulating collection, located on the top floor of the Carmichael Library, includes over 155,000 print volumes. Additionally, the print reference collection contains handbooks, encyclopedias, and guides to scholarship in every discipline. The library subscribes or has free access to several databases to support Exercise and Nutrition Science, including SPORTDiscus, Alt-HealthWatch, PubMed, and PubMed Central PMC (full-text subset of PubMed). Other multidisciplinary databases, such as Academic Search Premier and Academic OneFile, also have an abundance of relevant research content.

Much of the library's content is provided through various consortia agreements, such as the Alabama Virtual Library (AVL, a set of databases funded by the state of Alabama); Network of Alabama Academic Libraries (NAAL, subsidizes interlibrary loan within the state of Alabama and negotiates consortia pricing for products, which allows us to provide more specialized subject specific databases to our students and faculty); and LYRASIS (a non-profit organization that helps negotiate costs for library services) .

**Program Budget:** The proposal stated that the program will require \$483,983 in estimated new funds over the first seven years. A total of \$1,141,240 will be available through tuition and internal reallocations.

**Attachment 3**

**University of Montevallo  
 Master of Science in Exercise Science**

Course Number and Title	Number of Credit Hours
Research Methods in Exercise Science	3
Statistical Measurement in Exercise Science	3
Advanced Sports Nutrition	3
Advanced Exercise Physiology	4
Environmental Exercise Physiology	3
Muscle Function in Kinesiology	3
Exercise in Special Populations	3
Current Trends in Exercise Science	3
Advanced Strength and Conditioning	3
Assessment and Program Design in Strength and Conditioning	4
Internship/Comprehensive Exams	3
Thesis	6
<b>TOTAL</b>	35 with internship/ 38 hours with thesis

INFORMATION ITEM: G-1

Distribution of 2019-2020 Alabama Student Assistance Program (ASAP) Funds

Staff Presenter:

Mrs. Cheryl Newton  
Manager of Grants and Scholarships

Staff Recommendation:

For information only.

Background:

Due to the elimination of the Federal Leveraging Educational Assistance Partnership (LEAP) Program, the Alabama Student Assistance Program is funded through state appropriations only.

ASAP provides need-based grants to Alabama students to meet their educational costs of attending Alabama postsecondary institutions. Awards range from \$300 to \$5,000 for an academic year.

The ASAP distribution schedule used for the ASAP complies with the procedure outlined in the Alabama Student Assistance Program Regulations and Commission policy approved on August 21, 1987. Following these guidelines, ACHE staff has compiled the 2019-2020 ASAP Distribution Schedule.

Because most institutions in Alabama have converted from the quarter to the semester system, there will be insufficient funds in January to process second term payments – the normal time for making second term payments. For this reason, second term payments cannot be made until July, 2020 – well after the completion of the second semester.

Supporting Documentation:

1. ASAP distribution policy approved by the Commission on August 21, 1987 (available upon request).
2. 2019-2020 Alabama Student Assistance Program Institutional Distribution of State Funds. Attached.

INFORMATION ITEM: G-2

University of South Alabama, New Exempt Off-Campus Site

Staff Presenter:

Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation:

For information only.

Proposal:

The University of South Alabama (USA) plans to offer courses at the following new off-campus site beginning in fall 2018:

UMS-Wright Preparatory School – Mobile, Alabama

Discussion:

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

USA officials failed to notify the Commission of this new off-campus site and awarded credit to students in the spring of 2019. In an effort to remain compliant with the Commission's policy on off-campus instruction, the institution is submitting notification of this new site.

The new off-campus site proposed by USA is exempt from Commission approval by policy because the proposed site is located within USA's service area.

The proposal was posted on the Commission website from July 29 until August 19 for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at UMS-Wright Preparatory School, Mobile, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

ATTACHMENT 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: University of South Alabama  
Administrator Responsible for Site  
 Name & Title: Dr. Alec Yasinac, Dean, School of Computing  
 Telephone: 251-460-6390  
 Fax: 251-460-7274  
 E-Mail: yasinsac@southalabama.edu  
Contact Person at Site if Other Than Administrator Above  
 Name & Title: Kim Bela, Teacher  
 Telephone: 251-479-6551  
 Fax:  
 E-Mail: kbela@ums-wright.org  
Location of Proposed Site  
 Facility: UMS-Wright Preparatory School  
 Street Address: 65 Mobile Street  
 City: Mobile

County: Mobile

When will you begin offering instruction at this site?

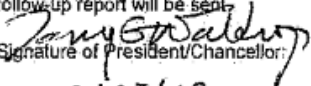
Fall 2018

Type of Site	Check One:
<b>Non-Exempt</b>	
<b>Exempt from Review by Statute</b>	
Fall 1978 registration exceeded 500.	
University operated site prior to 1960.	
Site located on military reservation.	
Business & industry site where employees only are enrolled.	
<b>Exempt from Review by Commission Policy</b>	
Courses delivered via distance learning technology.	
Prison site - courses delivered exclusively to inmates and prison employees.	
High school site exclusively for early admission, accelerated/dual enrollment.	X
2-year college site located within SBE approved service area.	
University site located within Commission recognized off-campus service area.	

Note: Follow-up report is not required for individual study courses.

Certification

I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.

  
 Signature of President/Chancellor:

Date: 9/25/19



INFORMATION ITEM: G-3

Wallace State Community College (Selma), New Exempt Off-Campus Site

Staff Presenter:

Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation:

For information only.

Proposal:

Wallace State Community College (Selma) (WSS) plans to offer courses at the following new off-campus site beginning in fall 2019:

Demopolis Higher Education Center - Demopolis, Alabama

Discussion:

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

The new off-campus site proposed by WSS is exempt from Commission approval by policy because the proposed site is located within WSS's service area.

The proposal was posted on the Commission website from July 9 until July 29 for public review and comment. No comments were received.

Supporting Documentation:

1. Proposal for New Off-Campus Site at Demopolis Higher Education Center, Demopolis, AL, attached.
2. "Review of Off-Campus Instruction offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.



**ATTACHMENT 1**

Alabama Commission on Higher Education  
**PROPOSAL FOR A NEW OFF-CAMPUS SITE**

SITE INFORMATION

**Institution:**

**Administrator Responsible for Site**

**Name & Title:** *Raji Gourdine*

**Telephone:** 334-876-9292

**E-Mail:** *rgourdine@wccs.edu*

**Contact Person at Site If Other Than Administrator Above**

**Name & Title:** *Calvin Griffin*

**Telephone:** 334-876-9412

**E-Mail:** *cgriffin@wccs.edu*

**Location of Proposed Site**

**Facility:** *Demopolis Higher Education Center*

**Street Address:** *86 Field of Dreams Drive*

**City:** *Demopolis*

**County:** *Marengo*

**When will you begin offering instruction at this site? Fall 2019**

<b>Type of Site</b>	<b>Check One:</b>
<b>Non-Exempt</b>	
<b>Exempt from Review by Statute</b>	
Fall 1978 registration exceeded 500.	
University operated site prior to 1960.	
Site located on military reservation.	
Business & industry site where employees only are enrolled.	
<b>Exempt from Review by Commission Policy</b>	
Courses delivered via distance learning technology.	
Prison site - courses delivered exclusively to inmates and prison employees.	
High school site exclusively for early admission, accelerated/dual enrollment.	
2-year college site located within SBE approved service area.	x
University site located within home or contiguous counties.	

**Certification**

I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.

*Jimmy H. Baker* 7-1-19

## COURSE LIST

The institution will develop its schedule at this new site each term from the following list of courses.

<b>Courses (Include Number &amp; Title)</b>
ANT 200 Introduction to Anthropology
ART 100 Art Appreciation
ART 113 Drawing I
ART 175 Digital Photography
BSS 118 College Study Skills
BIO 101 Introduction to Biology I
BIO 102 Introduction to Biology II
BIO 103 Principles of Biology I
BIO 104 Principles of Biology II
BIO 120 Medical Terminology
BIO 150 Human Biology
BUS 100 Introduction to Business
BUS 146 Personal Finance
BUS 186 Elements of Supervision
BUS 215 Business Communication
BUS 241 Principles of Accounting I
BUS 242 Principles of Accounting II
BUS 275 Principles of Management
BUS 285 Principles of Marketing
CIS 146 Microcomputer Applications
CRJ 100 Introduction to Criminal Justice
ECO 231 Principles of Macroeconomics
ECO 232 Principles of Microeconomics
COM 100 Introductory Technical English I
ENG 101 English Composition I
ENG 102 English Composition II
ENG 251 American Literature I
ENG 252 American Literature II
GEO 100 World Regional Geography
HED 199 Ecological Approach to Health and Fitness
HED 221 Personal Health
HED 299 Special Topics: Stress Management
MAH 101 Introductory Mathematics I
MTH 100 Intermediate College Algebra
MTH 110 Finite Mathematics
MTH 112 Precalculus Algebra
MTH 113 Precalculus Trigonometry
MTH 116 Mathematical Applications
MUS 101 Music Appreciation
ORI 101 Orientation to College
PED 101 Gymnastics (Beginning)
PED 105 Personal Fitness
PED 106 Aerobics
PED 118 General Conditioning (Beginning)
PHS 111 Physical Science I
PHS 112 Physical Science II
POL 200 Introduction to Political Science

INFORMATION ITEM: G-4

Implementation of Non-Degree Programs at Senior Institutions

Staff Presenter:

Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation:

For information only.

Background:

Commission guidelines state that non-degree programs of senior institutions, including pre-baccalaureate, post-baccalaureate, and 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.

In accordance with these guidelines, the following institutions have sent notification regarding the non-degree programs indicated:

Auburn University

Undergraduate Certificate in Mediterranean Studies  
(CIP 24.0199)

The proposed certificate will have 12 credit hours of coursework geared towards working professionals that would be a perfect addition to any major. The certificate will enhance the personal and professional growth of any engaged citizen who will work and live in an increasingly multicultural and global society, with diverse individuals and groups to work with and lead. Courses offered in the proposed certificate program include Intro to Art History I, II, and III, Renaissance Art in Italy, Global Geography, Europe in the Middle Ages, Islamic History, and Medieval Philosophy.

Athens State University

Pre-baccalaureate Certificate in Health Care Administration (CIP 51.9999)

The Health Care Administration Certificate is a four-course program designed to prepare allied health practitioners with the administrative skill set needed for entry-level and mid-level leadership and administrative positions in a variety of health care settings. The four-course certificate program consists of coursework that is currently being offered in the Health Science Major: Health Care Administration Option. Courses in the certificate are Health Policy in the U.S., Essentials of Health Care Finance, Health Care Quality Assurance, Risk Management and Utilization Review, Introduction to Health Care Systems, Health Care Administration Internship.

University of Alabama

Graduate Certificate in Book Arts (CIP 50.0799)

The certificate will consist of 15 hours and will create an opportunity for students with an interest in the Book Arts to obtain a strong foundational understanding of the history, arts and technologies of the book. Through a combination of studio and academic coursework, students will develop a broad set of skills while acquiring knowledge about the social and historical impact of books and the interaction of form and function in book production. Courses included in the certificate are Binding I and II, Printing I and II, Hand Papermaking, Book as Artifact, Descriptive Bibliography, Literary Small Press, Electronic and Contemporary Publishing, Print Culture and Society, and Box Making.

University of Alabama at Birmingham

Graduate Certificate in Leadership and Professional Development (CIP 52.0213)

The Graduate Program in Biomedical Sciences proposes a 15-hour graduate certificate in Leadership and Professional Development that is designed to provide master's and upper level undergraduate students with opportunities to master leadership and career readiness/advancement competencies which employers rate as vital to success in the workplace. The certificate will include coursework in Professional Writing, Professional Presentations, Professional Interviews and Interviewing, Organizational Change Processes, Prioritization and Decision Making, Emotional Intelligence, and Servant Leadership.

Undergraduate Certificate in Information Systems (CIP 52.1201)

The objective of the proposed 18-hour undergraduate certificate is to recognize post-graduate students who successfully complete a rigorous program of six undergraduate Information System courses that are required for entry into UAB's MS in Management Information Systems program. These students have an undergraduate degree in a different field and are interested in a career change to Information Systems. This certificate will serve as an intermediary credential for students as they transition into the information technology industry and/or continue their studies. The required six courses in the certificate are as follows: Information Systems, Introduction to Database Management, Systems Analysis, Business Data Communications, Intro to Business Programming, and Business Communications.

Undergraduate Certificate in Mental Health  
(CIP 51.1508)

The proposed Mental Health certificate is a 15-credit hour certificate that consists of classroom instruction and supervised clinical experiences in a hospital setting. The certificate is intended to provide specific knowledge and skills to students in Psychology and other related fields that will ultimately increase the employability of UAB students. Courses required in the certificate are: Intro to Psychology, Abnormal Psychology, Community-based Practicum in Psychology, Medical Psychology, Clinical Child Psychology, Applied Behavioral Analysis, Motivation and Emotion, and Psychotherapy and Behavioral Change.

University of Montevallo

Baccalaureate Certificate in Digital Filmmaking  
(CIP 50.0602)

The proposed 21-credit hour certificate is a product of a Memorandum of Understanding (MOU) setting forth the terms and understanding between the UM and Alabama Industrial Development Training (AIDT). The certificate program will build upon the workforce for filmmaking in Alabama and provide high-impact technical training in film production. The certificate will consist of the following courses: Intro to Media Production, Applied Finance for Non-Business Majors, Digital Filmmaking Fundamentals, Advanced Script Writing, Advanced Video Post- Production, Location Production, Documentary Production, Film Theory, Culture through Cinema, Psychology in Film, Political Film, and Digital Filmmaking Capstone.

University of North Alabama

Baccalaureate Certificate in Professional Accounting  
(CIP 52.0301)

The online baccalaureate certificate consists of 12 credit hours and is designed for individuals who want to make a career change to the accounting field. Through this certificate program, individuals will have better opportunity to improve their skills and advance their career development in the accounting industry. Students must choose from the following nine courses: Financial Reporting I, II and III, Management Accounting, Federal Income Taxation I and II, Financial Statement Auditing I and II, and Fundamentals of Business Law.

Baccalaureate Certificate in Spanish for the  
Standardized Clinical Encounter (16.0905)

The proposed 6-credit hour certificate will train healthcare professionals to acquire a basic proficiency in listening and speaking in Spanish in the context of the Standardized Clinical Encounter. The certificate consists of two courses: Spanish for the Standardized Clinical Encounter I and II (3 hours each). The first course will teach basic greeting and introductions, as well as grammar and vocabulary needed to inquire about and understand a patient's chief complaint, onset progression, and previous occurrences of symptoms. The second course will also provide students with grammar and vocabulary that they need to outline procedures and treatments, to give instructions (i.e., prepping a patient for a physical exam or giving medication instructions) and to communicate test results in Spanish at the ACTFL Novice High Proficiency level within the context of the Standardized Clinical Encounter.

Baccalaureate Certificate in Healthcare Simulation  
(CIP 51.0000)

The objectives of the 12-credit hour certificate are to train healthcare professionals to deliver exceptional instruction through simulation, and to train healthcare professionals to sit for the Certified Healthcare Simulation Educator examination. The certificate will enable clinicians to learn simulation methodology and apply the techniques to various situations (healthcare and/or academic). The certificate will require the following two 6-credit hour courses: Foundations of Healthcare Simulation and Healthcare Simulation Logistics.

Post-Baccalaureate Certificate in Instructional  
Technology and Design (CIP 13.0101)

The certificate will consist of four courses (3 credit hours each) and will address an opportunity to support professionals who create instructional content for a variety of audiences from P-12 environments, college campuses, corporations and non-profit organizations such as libraries. Courses in the certificate as follows: Instructional Technology & Design Tools, Instructional Design Principals, Exemplary Course Design, and Special Topics in Instructional Technology and Design.

Troy University

Graduate Certificate in Health Services Management  
(CIP 51.0701)

The proposed graduate certificate will prepare students with the underlying business knowledge and

skills required to manage a contemporary health care practice/clinic enterprise. The certificate will consist of courses offered by Troy University's Sorrell College of Business and requires a minimum of 12 semester hours for completion. Students in the program must complete the following courses: Survey of Business Concepts, Strategic Management in Health Care Organization, Healthcare Economics, and an additional Health Services Administration elective course.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM: G-5

Changes to the Academic Program Inventory

Staff Presenter:

Ms. Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation:

For information only.

Background:

According to the Commission's definitions relating to program review (Alabama Administrative Code, Chapter 300-2-1, Review of Programs & Other Units of Instruction), additions and certain extensions or alterations of units and programs of instruction must be submitted as information items not requiring Commission approval. Examples of information items, according to the operational definitions, include: 1) changes in program titles or CIP codes or degree nomenclatures at the same level (except doctoral) provided no changes in program requirements, content, or objectives are made, and provided the new nomenclature replaces the current designation; 2) programs placed on inactive status or deleted from the Academic Program Inventory; 3) change in award for completion from Diploma to Associate in Applied Technology in technical colleges provided certain conditions are met; 4) change in award for completion from Associate in Applied Technology to Associate in Applied Science in technical colleges provided certain conditions are met; and 5) change in award for completion from Diploma and/or Certificate to Associate in Applied Science in community colleges.

Supporting Documentation:

1. Academic Program Inventory. Available on the Commission's Website: [www.ache.edu](http://www.ache.edu).
2. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.06. Available upon request.
3. Written unpublished documentation provided by the institutions. Available upon request.



ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, September 13, 2019

A. Program Inventory Deletions

Institutions may voluntarily elect to delete program entries/awards from the Commission's Academic Program Inventory. However, institutions understand that these programs/awards cannot be reinstated to the Academic Program Inventory in the future without undergoing the regular process for new program review and approval.

University of South Alabama	51.0908	Cardiorespiratory Sciences, BS
Bishop State Community College	48.0508	Welding, C
University of North Alabama	19.0101	Human Environmental Sciences, BS
	12.0599	Culinary, Nutrition & Hospitality Mngt, BS

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.

Athens State University	52.1201	<del>Information Assurance BS</del> <u>Management of Cybersecurity Operations</u>
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C. Programs Placed on Inactive Status

None.

INFORMATION ITEM: G-6

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.

**Coastal Alabama Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Management Supervision Technology w/emp in Small Business Admin/ Entrepreneurship	52.0101
w/emp in Management Supervision Technology	52.0101
w/emp in Accounting Clerk	52.0101

**Trenholm State Community College**

<u>Field of Study</u>	<u>CIP Code</u>
Diagnostic Medical Sonography (Cardiac Sonography/Echocardiography)	51.0910

**Wallace State Community College (Dothan)**

<u>Field of Study</u>	<u>CIP Code</u>
Computer Info Science w/emp in Networking Essentials w/emp in Programming Essentials w/emp in Computer Technician w/emp in Cyber Defense w/emp in Software Applications w/emp in App Development with Swift w/emp in Web Development Essentials	11.0101
Business Technologies w/emp in Accounting Essentials w/emp in App Development w/emp in Business Computer w/emp in Office Administration w/emp in Business Management & Supervision	52.0401
Air Conditioning and Refrigeration	15.0501
Automotive Technology w/emp in Basic Automotive, Truck and Tractor Service and Repair	15.0803

Electrical Technology	46.0302
Welding	48.0508
Industrial Maintenance	47.0303
w/emp in Manuf. Production Technology	
w/emp in Industrial Systems Technology	
w/emp in MSSC Certified Production Technician	

**Wallace State Community College (Hanceville)**

<u>Field of Study</u>	<u>CIP Code</u>
Religious Studies (Religion)	38.0201
Choreography (Dance)	50.0301
Ballet Pedagogy (Dance)	50.0301

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: G-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

**Alabama Community College System**

None.

**Four-Year Institutions**

**Alabama A&M University**

1. Addition of Concentrations in Entomology, and Ecology & Systematics to the Existing MS in Biology (thesis and non-thesis) (CIP 26.0101)
2. Addition of Specializations in Athletic Brand Management and Fashion Communication to the Existing MS in Communications Specialist (CIP 09.0199)
3. Addition of Concentrations in Microbiology, Genetics & Molecular Biology, and Physiology to the Existing MS in Biology (thesis and non-thesis) (CIP 26.0101)

**Auburn University at Montgomery**

1. Addition of Concentrations in General MSMIS, MSMIS Business and Data Analytics, and MSMIS Enterprise Resource Planning (ERP) to the Existing MS in Management Information Systems (CIP 11.0103)
2. Addition of Concentrations in Health Studies, Law Enforcement, Leadership & Professional Studies, Liberal Arts & Social Sciences, and Teaching and Learning to the Existing BIS in Interdisciplinary Studies (CIP 30.9999)

**University of Alabama**

1. Addition of a Concentration in Marketing Communication Management to the Existing MA in Advertising and Public Relations (CIP 09.0903)
2. Addition of a Concentration in Health Communication to the Existing PhD in Communications and Information Sciences (CIP 09.0199)
3. Addition of a Concentration in Sport and Entertainment Event Management to the Existing BS in Hospitality Management (CIP 52.0901)

**University of Alabama at Birmingham**

1. Addition of a Concentration in Business Analytics to the Existing MS in Management Information Systems (CIP 52.1201)

**University of Alabama in Huntsville**

1. Addition of Tracks in Engineering Technology to the Existing BS/BA in Professional Studies (CIP 30.9999)

2. Addition of a Concentration in Technology and Innovation Management to the Existing MBA in Business Administration (CIP 52.0201)

**University of West Alabama**

1. Addition of Tracks in Counseling and Higher Education Administration to the Existing EdD in Rural Education (CIP 13.9999)

**INFORMATION ITEM: G-8**

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

Jacksonville State University, Establishment of the Center for Cyber Education

University of Alabama at Birmingham, Establishment of the Cardiovascular Institute

University of North Alabama, Establishment of the Center for Student Research

University of North Alabama, Establishment of the Mitchell-West Center for Social Inclusion

B. Unit Name Changes

- Jacksonville State University, Change in the Name of the Department of Psychology and Philosophy to the Department of Psychology
- University of North Alabama, Change in the Name of the Department of Politics, Justice, and Law to the Department of Politics, Justice, Law, and Philosophy
- University of South Alabama, Change in the Name of the Department of Mechanical Engineering to the William B. Burnsed, Jr. Department of Mechanical Engineering

C. Reorganization

None.

D. Dissolution

None.



INFORMATION ITEM: G-9

Summary of Post-Implementation Reports

Staff Presenter:

Margaret Pearson  
Academic Program Review Analyst

Staff Recommendation:

For information only.

Background:

Program that met post-implementation conditions:

- University of South Alabama, Program: Doctor of Education in Educational Leadership (CIP 13.0401)

Programs that did not meet post-implementation conditions:

- University of South Alabama, Program: Master of Music in Music (CIP 50.0901)
- Alabama State University, Program: Bachelor of Science in Forensic Science (CIP 43.0111)

Supporting Documentation:

1. Unpublished post-implementation reports submitted by the institutions. Available upon request.
2. "Summary of Reports on Post-Implementation Conditions," attached.

a. **Met Post Implementation  
Conditions**

**Summary of Reports on Post-Implementation Conditions  
[Listed by Institution]**

Meeting Conditions:

**University of South Alabama** (2019 Report)

- Program: Doctor of Education in Educational Leadership (CIP 13.0401)

Approved by Commission: March 15, 2013

Proposed Implementation Date: May 2014

Actual Implementation Date: May 2014

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning in 2016-17 will be at least 12, based on the proposal.
2. That the average number of graduates for the academic years 2016-17 through 2018-19 two-year average) will be at least 9 based on the proposal.

Doctor of Education in Educational Leadership (CIP 13.0401)	Average New Enrollment Headcount 2017-18 through 2018-19	Average Number of Graduates, 2017-18 through and 2018-19
Required	12	9
Reported	12	9

Condition 1: Enrollment Condition met.

Condition 2: Condition was met per Decision Item H, ACHE, December 8, 2017.

Condition 3: Met Condition (Assessment)

b. Did not Meet Post  
Implementation Conditions –  
Requesting to Amend  
Conditions

Not Meeting Conditions:

**Alabama State University** (2019 Report)

- Program: Forensic Biology (CIP 43.0111)

Approved by Commission: September 2013

Proposed Implementation Date: August 2013

Actual Implementation Date: August 2014

Post-Implementation Conditions:

1. That the annual average new enrollment headcount, beginning in 2014-15 will be at least 12, based on the proposal.
2. That the average number of graduates for the academic years 2016-17 through 2018-19 (three-year average) will be at least 9, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Bachelor of Science in Forensic Biology (CIP 43.0111)	Average New Enrollment Headcount 2014-15 through 2018-19	Average Number of Graduates, 2016-17 through and 2018-19
Required	12	9
Reported	73	5

Condition 1: Enrollment condition met.

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

Condition 3: Employment or Continuing Education was not met. This condition is no longer used as a Post-Implementation requirement.

Condition 3: The assessment condition was met.

Not Meeting Conditions:

**University of South Alabama** (2019 Report)

- Program: Master of Music in Music (CIP 50.0901)

Approved by Commission: December 7, 2012

Proposed Implementation Date: May 2014

Actual Implementation Date: May 2014

Post-Implementation Conditions:

1. That the annual average new enrollment headcount, beginning in 2014-15 will be at least 10, based on the proposal.
2. That the average number of graduates for the academic years 2015-16 through 2018-19 (five-year average) will be at least 7, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates' were successful in acquiring related employment.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Master of Music in Music (CIP 50.0901)	Average New Enrollment Headcount 2014-15 through 2018-19	Average Number of Graduates, 2015-16 through and 2018-19
Required	10 reduced by 25% = 7.5	7
Reported	4	3

Condition 1: The program did not meet the enrollment post-implementation requirement.

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

Condition 3: Employment or Continuing Education condition met.

Condition 4: The assessment condition was met.

c. **Did not Meet Post  
Implementation Conditions -  
Deletions**

None.