

## Alabama Commission on Higher Education

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# COMMISSION MEETING VIA VIDEO/TELECONFERENCE

Zoom Meeting

<https://us02web.zoom.us/j/6569091900?pwd=KzJ3R05rb01NY1BoV1lCdCs2ZGNlZz09>

Meeting ID: 656 909 1900

Passcode: 139242

Dial in numbers:

USA+ 1-312-626-6799

1-301-715-8592

September 10, 2021  
10:00 a.m.





# AGENDA

## ALABAMA COMMISSION ON HIGHER EDUCATION

### Commission Meeting via Video/Teleconference

<https://us02web.zoom.us/j/6569091900>

Passcode: 139242

**September 10, 2021**

**10:00 AM**

<b>I.</b>	<b>Call to Order / Prayer/ 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>	
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<b>VI.</b>	<b>Election of Officers</b> <i>Nominating Committee Report</i>	
<b>VII.</b>	<b>Executive Director’s Report</b> <i>Dr. Jim Purcell</i>	
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**J. Adjournment**

## ALABAMA COMMISSION ON HIGHER EDUCATION

### MINUTES OF MEETING June 11, 2021

#### I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, June 11, 2021 during a virtual meeting. Commissioner Buntin called the meeting to order at 10:00 a.m. Commissioner Bouldin-Frost opened the meeting with a prayer. Commissioner Buntin then led the audience in the Pledge of Allegiance.

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

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

Commission Members present: Charles Sanders, Charles Buntin, Stan Pylant, Amy Price, Ann Sirmon, Larry Turner, Norman Crow, Miranda Bouldin-Frost, Timothy Gyan, Paul Kennedy and Rod Scott.

Commission Members absent: Stan Nelson.

#### III. Approval of Agenda

RESOLVED: Commissioner Bouldin-Frost moved to adopt the published agenda for the June 11, 2021 meeting. Commissioner Price seconded. The agenda was approved.

#### IV. Consideration of Minutes of March 12, 2021.

MOVED: Commissioner Bouldin-Frost moved for approval of the March 12, 2021 minutes. Commissioner Price seconded. Motion carried.

#### V. Chairman's Report

Commissioner Buntin welcomed everyone to the virtual meeting. He also announced the appointment of the Nominating Committee for the election of officers. Committee members appointed were Commissioners Pylant (Chair), Crow, and Scott. The committee will report at the September 10, 2021 meeting of the Commission.

#### VI. Executive Director's Report

Dr. Purcell reported on the following:

- Recognition of Retiring Staff and Introduction to New Staff Members  
Dr. Purcell announced the retirement of two (2) staff members, Mr. Tim Vick, Director of Operations & Information Services, who has 35 years of service, and Mr. Michael Clemons, Network Administrator, who has 27 years of service. He also read a certificate of appreciation that will be presented to Mr. Vick and Mr. Clemons. Dr. Purcell also introduced four (4) new staff members: Ms. Artcola Pettway, Grants & Scholarship Assistant; Mr. Jason Head, Research Analyst; Mr. David Caddell, Programmer; and Mr. Julian Rogers, Assistant Director of Institutional Finance & Facilities.
- State Higher Education Finance (SHEF) 2020  
A copy of the PowerPoint presentation can be found on the ACHE website at [www.ache.edu](http://www.ache.edu).

## VII. Discussion Items

- Legislative Agenda  
Mrs. Margaret Gunter reported on the ACHE Legislative agenda.  
A copy of the PowerPoint presentation can be found on the ACHE website at [www.ache.edu](http://www.ache.edu).

## VII. Decision Items

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

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Commissioner Turner voted against. Motion carried.

### B. Preliminary Approval of Amendments to the Administrative Procedures for the Alabama Student Grant Program

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

### C. Preliminary Approval of Amendments to the Administrative Procedures for the Police Officers and Firefighters Survivors Educational Assistance Program

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

### D. Approval of an Amendment to the Administrative Policies for the Alabama Teacher Recruitment Incentive Program

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

## E. Academic Programs

### 1. Athens State University

Bachelor of Science in Homeland and Corporate Security (CIP 43.0301)

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

## 2. Jacksonville State University

**a. Master of Science in Education in Mathematics Education Leadership:  
Mathematics Specialist (K-5) (CIP 13.1399)**

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**b. Bachelor of Science in Education in Computer Science Educator (6-12)  
(CIP 13.1321)**

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**c. Bachelor of Science in Education in Middle-Level General Science (4-8)  
(CIP 13.1316)**

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**d. Bachelor of Science in Education in Middle-Level Mathematics (4-8) (CIP 13.1311)**

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**e. Bachelor of Science in Education in Middle-Level General Social Studies (4-8)  
(CIP 13.1318)**

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**f. Bachelor of Science in Education in Middle-Level English Language Arts (4-8)  
(CIP 13.1305)**

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**3. University of Alabama**

Bachelor of Science in Manufacturing Systems Engineering (CIP 14.3601)

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**4. University of Alabama in Huntsville**

a. Doctor of Philosophy in Chemistry (CIP 40.0599)

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

b. Bachelor of Science in Engineering Technology (CIP 15.0000)

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

c. Master of Science in Atmospheric and Earth Science (CIP 40.9999) –  
Substantive Extension/Alteration

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**5. University of West Alabama**

Master of Science in Sport Management (CIP 31.0504)

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**6. Drake State Community and Technical College**

Certificate in Patient Care Technician (CIP 51.3902)

Ms. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**7. Enterprise State Community College**

Associate of Applied Science in Digital Arts (CIP 50.0102)

Ms. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**8. Northeast Alabama Community College**

Associate of Applied Science and Certificate in Building Construction Technology (CIP 46.0415)

Ms. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**9. Southern Union State Community College**

Associate of Applied Science and Certificate in Aviation Maintenance Technology (CIP 47.0607)

Ms. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**10. Wallace State Community College-Selma**

Certificate in Heating, Ventilation, Air Conditioning, and Refrigeration (HVACR) (CIP 47.0201)

Ms. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried.

**11. Request to Amend Post-Implementation Conditions**

a. Alabama State University: Master of Arts in History (CIP 54.0101)

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation to amend the post-implementation conditions. Commissioner Price seconded. Motion carried.

b. University of North Alabama, Bachelor of Science in Geographic Information Science (CIP 45.0702)

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

RESOLVED: Commissioner Bouldin-Frost moved to accept the recommendation to amend the post-implementation conditions. Commissioner Price seconded. Motion carried.

**12. Troy University**  
Consolidated Program Inventory

Dr. Robin McGill presented the staff recommendation to the Commission with a recommendation for approval. Dr. Lance Tatum, Senior Vice Chancellor for Academic Affairs at Troy University, offered some remarks to explain the need for the inventory consolidation. Dr. Carl Pettis, Provost and Vice President for Academic Affairs at Alabama State University, requested that the Commission produce an annual report showing TROY's program offerings at its Montgomery campus. It was agreed that such a report would be produced annually by ACHE in collaboration with TROY.

MOVED: Commissioner Bouldin-Frost moved to approve the modified staff recommendation, which included the following provisions:

- a) That the titles of the programs in TROY's academic program inventory be modified within ACHE's Academic Program Inventory as presented, and that specific CIP codes be updated as presented;
- b) That the process for TROY to expand its program offerings to its Dothan and Montgomery campuses be modified so that limited partial offerings of up to 25% could be implemented with prior notification to ACHE; and that expansion of programs beyond 25% of offerings will continue to require full Commission approval for that extension or alteration.
- c) That Commission approve an extension of the AA in General Education to the Dothan campus;
- d) That, in keeping with the new process outlined in provision (b), the Commission accept notifications of limited partial offerings of 28 programs at the Dothan campus;
- e) That, in keeping with the new process outlined in provision (b), the Commission accept notifications of limited partial offerings of 40 programs at the Montgomery campus;
- f) That ACHE will generate a report annually on TROY's program offerings at its Montgomery campus.

RESOLVED: Commissioner Price seconded the motion put forward by Commissioner Bouldin-Frost. Motion carried.

**F. Information Items**

RESOLVED: Commissioner Bouldin-Frost moved that the Commission accept Information Items 1 through 8. Commissioner Nelson seconded. Motion carried.

1. Implementation of Distance Education Programs
2. Implementation of New Short Certificate Programs (Less than 30 Semester Hours)
3. Changes to the Academic Program Inventory
4. Non-Substantive Extensions/Alterations to Existing Programs of Instruction
5. University of South Alabama, New Exempt Off-Campus Site: Theodore High School, Theodore, AL

6. Updates to Units of Instruction, Research, Public Service, and Administration
7. Implementation of Non-Degree Programs at Senior Institutions
8. Summary of Post-Implementation Reports

**F. Adjournment**

**The meeting was adjourned at 11:56 a.m. The next meeting of the Commission is scheduled for, September 10, 2021.**

\_\_\_\_\_  
Charles Buntin, Chairman

Sworn to and subscribed before  
me this the \_\_\_\_ day of \_\_\_\_\_  
2021.

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

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



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

300-4-12-.01      **Organization.    REPEALED**

(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). 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:**    Code of Ala. 1975, §§16-5-10(10), et seq. Alabama Act 2017-335.

**History: New Rule:**    Filed December 12, 2017; effective January 26, 2018.    **Amended:**    Filed September 14, 2021; effective November 22, 2021.

300-4-12-.02      Definition Of Terms.      REPEALED

(1)            Eligible Institution - Institutions must meet both of the following criteria in order to participate in the program:

(a)            The institution must be accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC);

(b)            The institution must have programs approved by the Alabama State Board of Education (ALSBE)/Alabama State Department of Education (ALSDE) to prepare teachers in math or science.

(2)            Eligible Student - In order to participate in the program, recipients must:

(a)            be an Alabama resident;

(b)            attend an eligible participating institution of higher education;

(c)            be unconditionally admitted to an ALSBE approved program in math or science based on that institution's admission criteria (to include the PRAXIS Core Test or any other such test subsequently approved to take its place by the ALSBE);

(d)            be one of the following:

1.            undergraduate junior or senior enrolled in a secondary education program in math or science and taking 12 semester hours, with preference given to students classified as seniors,

2.            currently certified teacher enrolled in courses to earn certification in math or science,

3.            a graduate student enrolled in a secondary math or science Alternative Class A program approved by the ALSBE;

(e)            maintain the required College/School/Division/Department of Education GPA (cumulative). Note: If the student fails to meet GPA requirements at the end of a semester, the student's remaining award balance must be given to another eligible student;

(f)            sign a letter of acceptance for the award;

(g)            sign a statement that they intend to:

1.            finish the program in which they are enrolled,

2.            meet all testing requirements,

3. apply for an Alabama Educational Certificate.

**Author:** Tim Vick

**Statutory Authority:** Code of Ala. 1975, §§16-5-10(10), et seq.  
Alabama Act 2017-335.

**History: New Rule:** Filed December 12, 2017; effective  
January 26, 2018. **Amended:** Filed September 14, 2021;  
effective November 22, 2021.

(1) Institutions will be required to submit a Request for Proposal (RFP) to participate in the program. The RFP will be developed by the staff of the Commission on Higher Education and is subject to change each year.

(2) The staff of the Commission on Higher Education will select the participating institutions based on the following criteria:

(a) Previous experience in credentialing persons in math and science (30%);

(b) Design/Plan for increasing students credentialing in math and science education (50%),

(c) Ability to credential persons to teach in communities where shortages in math and science teachers is acute. (20%),

(3) Each selected institution will receive a percentage of the total funds available to be used to provide scholarships based on their response to the RFP.

(4) No indirect /administrative cost can be charged to the scholarship by the institution.

(5) Once each institution's overall percentage of the total awards has been determined, each institution will receive its designated percentage of the funds available for each quarter. In FY 2017-18, the first increment will be available on January 1, 2018. In subsequent fiscal years, these increments will be available on October 1, January 1, April 1 and July 1 of any given fiscal year.

(6) Funds awarded in any given award year can be used for a period of two years.

(7) Institutions will have the flexibility to determine the number of awards distributed and the amounts to be received; however, awards cannot exceed the tuition and cost of instruction fees of the institution per semester.

(8) Participating institutions must:

(a) sign a Program Participation Agreement (PPA) with ACHE each fiscal year;

(b) identify recipients based on ACHE established student eligibility criteria;

(c) certify to ACHE that recipients meet all the eligibility requirements;

(d) submit vouchers to ACHE at the end of each quarter of the fiscal year for payment. ACHE will not disburse checks to students;

(e) meet the following reporting requirements (Data will be reported to ACHE. Failure to meet all reporting requirements will jeopardize an institutions eligibility to participate in the program):

1. percent of recipients that graduate,
2. percent of recipients who pass the PRAXIS math and/or science test, depending on their field(s) of study,
3. the number of recipients that are teaching in Alabama public schools.
4. the number of recipients that are teaching in designated high demand areas.

(9) If a student whose eligibility for a grant has been certified by an approved institution becomes ineligible for a grant before the expiration of the institutional tuition refund period, the grant funds, the student's remaining award balance must be given to another eligible student.

**Author:** Tim Vick

**Statutory Authority:** Code of Ala. 1975, §§16-5-10(10), et seq. Alabama Act 2017-335.

**History: New Rule:** Filed December 12, 2017; effective January 26, 2018. **Amended:** Filed September 14, 2021; effective November 22, 2021.

300-4-12-.04 Maintenance Of Records. REPEALED

(1) An annual report regarding the success of scholarship students will be required. The report will include the data described in 300-4-12-.03 (e).

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

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

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

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

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

**Author:** Tim Vick

**Statutory Authority:** Code of Ala. 1975, §§16-5-10(10), et seq. Alabama Act 2017-335.

**History: New Rule:** Filed December 12, 2017; effective January 26, 2018. **Amended:** Filed September 14, 2021; effective November 22, 2021.

300-4-12-.05      Appeals.    REPEALED

(1) Any person or institution 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:** Code of Ala. 1975, §§16-5-10(10), et seq.  
Alabama Act 2017-335.

**History: New Rule:** Filed December 12, 2017; effective January 26, 2018. **Amended:** Filed September 14, 2021; effective November 22, 2021.

300-4-12-.06      Reporting.    REPEALED

(1)            ACHE shall submit a report to the Governor and to the Chairs of the Senate Committee on Finance and Taxation-Education and the House Ways and Means Education Committee and the Legislative Fiscal Officer within 60 days after October 1, 2017 regarding the steps being taken to implement this program.

(2)            ACHE shall submit an annual report with 30 days after September 30, 2018 including updates on all aspects of the program.

**Author:**    Tim Vick

**Statutory Authority:**    Code of Ala. 1975, §§16-5-10(10), et seq.  
Alabama Act 2017-335.

**History: New Rule:**    Filed December 12, 2017; effective  
January 26, 2018.    **Amended:**    Filed September 14, 2021;  
effective November 22, 2021.

**Organization For Loan Repayment Program.**

(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.

(3) ACHE shall submit an annual report to the Governor and to the Chairs of the Senate Committee on Finance and Taxation-Education and the House Ways and Means Education Committee and the Deputy Director of the Legislative Services Agency - Fiscal Division within 30 days after September 30<sup>th</sup> of any given year including updates on all aspects of the program.

**Author:** Tim Vick

**Statutory Authority:** Code of Ala. 1975, §16-5-53(a).

**History:** New Rule: Filed December 12, 2017; effective January 26, 2018. **Amended:** Filed September 14, 2021; effective November 22, 2021.

**Purpose Of Loan Repayment Program.**

(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, including charter schools, where the shortage of math, science or computer science teachers, or any combination of the three, is most acute, or in a school which has been designated as a failing school, by the State Board of Education or the Legislature.

**Author:** Tim Vick

**Statutory Authority:** Code of Ala. 1975, §16-5-53(a).

**History: New Rule:** Filed September 19, 2018; effective November 3, 2018. **Amended:** Published December 31, 2019; effective February 14, 2020. **Amended:** Filed September 14, 2021; effective November 22, 2021.

300-4-12-.09      Definitions For Loan Repayment Program.

(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 middle level or secondary math, science or computer science.

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

(d)            Maintains its primary headquarters in Alabama.

(2)            CHARTER SCHOOL. A form of public school. A teacher employed by a charter school accredited by the Southern Association of Colleges and Schools is eligible to participate in the program. A teacher employed by a charter school is not eligible for the acute shortage area supplement provided in this article.

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

(4)            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.

(5)            PROGRAM. The Alabama Math and Science Teacher Education Program administered by the commission provides loan repayments to a teacher with a valid Alabama professional educator certificate endorsed in math, science or computer science, who teaches math, science or computer science courses for which the teacher is properly certified for three-fourths of the full-time teaching load in the Alabama public school system.

(6)            SCIENCE. Biology, chemistry, physics, and general science.

(7)            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:** Code of Ala. 1975, §16-5-53(a).

**History: New Rule:** Filed September 19, 2018; Effective November 3, 2018. **Amended:** Published December 31, 2019;

effective February 14, 2020. **Amended:** Filed September 14, 2021; effective November 22, 2021.

300-4-12-.11 Eligible Applicants And Award Amounts For Loan Repayment Program.

(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 an 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 middle level or secondary professional educator certificate endorsed in math or science or computer science that was issued based upon completion of the approved program 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 middle level or secondary math or science or computer science, or any combination of the 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) Is a resident of Alabama 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.

(g) Teaches a schedule in which at least three-fourths of the full-time teaching load is comprised of math, science or computer science in an Alabama public school system.

(h) Satisfies additional continuing eligibility criteria established by the Commission. A recipient who receives a loan repayment award and continues to satisfy employment criteria shall continue to receive an award for the four-year limit regardless of whether the employing school system retains its acute shortage designation or the employing school is removed from the failing school list. If a recipient leaves an acute shortage system or a failing school, and accepts employment in a school system or school that does not hold an acute shortage system or failing school designation, the recipient shall no longer qualify to receive supplemental funds.

(i) Beginning in the fall semester of 2021, the benefits outlined above shall apply to the following eligible individuals, pending authorization to teach in Alabama and subsequent employment in an Alabama public school:

1. An individual who graduated beginning with the Spring term of 2018 forward from a regionally accredited college or university in Alabama or in another state who is certified to teach math, science, or computer science in another state, and who may or may not reside within Alabama.

2. An individual who resides in another state and is a graduate of a State Board of Education approved program in math, science, or computer science, at the baccalaureate or master's level, after the 2021 spring semester term, from an approved Alabama institution and who holds an initial middle-level or secondary professional educator certificate endorsed in math, science, or computer science that was issued based upon completion of the approved program in math, science, or computer science. A teacher who only earns a passing score on the Praxis test in math, science, or computer science to add a certificate endorsement for math, science, or computer science and who has not completed an entire approved program, does not satisfy this requirement.

3. The individuals shall also satisfy all of the following criteria:

(i) Hold a valid Alabama professional educator certificate endorsed in middle-level or secondary math,

science, or computer science, or any combination of the three.

(ii) Teach a schedule in which at least three-fourths of the full-time teaching load is comprised of math, science, or computer science courses for which the teacher is properly certified in an Alabama public school system.

(iii) Be citizens or lawful permanent residents of the United States.

(iv) Have outstanding federal student loans, subsidized or unsubsidized.

(v) Satisfy additional continuing eligibility criteria established by the commission. A recipient who receives a loan repayment award and continues to satisfy employment criteria shall continue to receive an award for the four-year limit regardless of whether the employing school system retains its acute shortage designation or the employing school is removed from the failing school list. If a recipient leaves an acute shortage system or a failing school, and accepts employment in a school system or school that does not hold an acute shortage system or failing school designation, the recipient shall no longer qualify to receive supplemental funds.

(j) Beginning after the 2021 spring semester, an individual issued an Alabama bachelor's level professional educator certificate in math, science, or computer science upon completion of an alternative certification program pursuant to the Code of Alabama, Section 16-23-3, may be eligible for the program if he or she satisfies all employment and teaching load requirements outlined above. The individual may only be reimbursed for tuition and mandatory instructional fees for not more than 12 semester credit hours of the college courses required for earning an alternative certificate in order to obtain a professional educator certificate in math, science, or computer science. The individual shall provide the State Department of Education and the commission with documentation concerning the cost incurred for the course work. These funds are considered income by the Internal Revenue Service, and recipients shall be made aware of that fact.

(2) Supplemental Program: In order to receive a an additional supplement pursuant to this act, in addition to all of the criteria listed above, a recipient shall also teach math or science, or computer science or any combination of the

three, in a public school system within the state with an acute teacher shortage in math, science, computer science, or any combination of the three, for which the teacher is properly certified as identified by the Commission in consultation with the State Department of Education or in a school which has been identified as a failing school, or any other term adopted to identify an under performing school, by the State Board of Education or the Legislature. 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 for math and science teachers. 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) Public school systems and schools 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 public school systems and schools in which teachers will be eligible for the supplement.

(c) The list of eligible public school systems and schools will be published on the Commission's website.

**Author:** Tim Vick

**Statutory Authority:** Code of Ala. 1975, §16-5-53(a).

**History: New Rule:** Filed September 19, 2018; effective November 3, 2018. **Amended:** Published December 31, 2019; effective February 14, 2020. **Amended:** Filed September 14, 2021; effective November 22, 2021.

300-4-12-.12      Application Procedures For Loan Repayment Program.

- (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 qualifying institution. Submitted one time.
  - (b) Documentation that they hold a valid Alabama professional educator certificate endorsed in middle level or secondary math or science or computer science, or a combination of any or 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 maybe 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: Code of Ala. 1975, §16-5-53(a).

**History: New Rule:** Filed September 19, 2018; effective November 3, 2018. **Amended:** Published December 31, 2019; effective February 14, 2020. **Amended:** Filed September 14, 2021; effective November 22, 2021.



**ALABAMA STUDENT GRANT PROGRAM  
(ASGP)**

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

(1)       Academic Progress - A student must make satisfactory academic progress in an eligible program at an approved institution in order to receive an Alabama Student Grant Program (ASGP) payment. No institution shall permit a student to receive ASGP funds when a student's projected completion date does not comply with the Code of Federal Regulations definitions of maximum time frame for his/her program of study, as defined in 34CFR 6689.34.

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

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

(4)       Alabama Resident - A person who has been domiciled in the State of Alabama for a period of at least twelve (12) consecutive months immediately preceding application for a grant under the Alabama Student Grant Program. Any student in Alabama only for purposes of attending an Alabama postsecondary educational institution shall not be eligible for a grant. Upon submission of an application, two (2) proofs of residency must be provided and preserved in the student's award file as support for the claim of Alabama residency. The two proofs may be selected from the following list:

(a)       Certification by the student of his/her permanent Alabama residence;

(b)       Certification by the student's parents

or guardians of their permanent Alabama residence;

(c) Certification of the student's Alabama voter registration;

(d) Certification of the student's parents' or guardians' Alabama voter registration;

(e) A photocopy of the student's or parent's (guardian's) valid Alabama driver's license;

(f) Evidence of full-time employment by the student or parents (guardians) within Alabama for the preceding twelve (12) months;

(g) Evidence of payment of income tax to the State of Alabama by the student or parents (guardians) for the preceding calendar year;

(h) Evidence of home ownership or ownership of other real property in Alabama by the student or parents (guardians);

(i) Evidence of graduation from an Alabama secondary school, or a copy of a State of Alabama High School Equivalency Certificate; and

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

(a) Has its principal base of operation located within the State of Alabama;

(b) Is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools or, if not so accredited,

1. Is classified in an exemption status and is

licensed to operate in the State of Alabama by the State Approving agency of the Alabama Community College System Office or its successor agency; and

2. Is an institution where credits are currently accepted, on transfer, by at least three (3) institutions within Alabama and which are accredited by the Commission on Colleges of the Southern Association of Colleges and Schools.

(c) Files a signed agreement with ACHE to comply with all regulations and procedures of the Alabama Student Grant Program;

(d) Has an academic curriculum which is not comprised principally of sectarian instruction or preparation of students for a sectarian vocation;

(e) Does not award primarily theological or religious degrees;

(f) Performs essentially secular educational functions which are distinct and separable from religious activity;

(g) Does not discriminate in its admissions practices on the basis of religious or denominational preference; and

(h) Does not, during the applicable fiscal year, receive a direct institutional appropriation from the State of Alabama.

(6) Eligible Program - An eligible program is a nonsectarian, secular educational program of at least six (6) months duration.

(7) Eligible Student - An eligible student is an applicant for a grant under the Alabama Student Grant Program who:

(a) Has obtained a certificate of graduation from a secondary school or the recognized equivalent of such graduation;

(b) Is classified as an undergraduate student;

(c) Is an Alabama resident;

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

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

(f) Is making satisfactory academic progress; and

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

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

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

(10) Grant - A grant is a monetary award of a maximum of \$3,000 per academic year for full-time recipients, and a maximum of \$1,500 per academic year for half-time recipients, under the Alabama Student Grant Program, to an approved institution on behalf of and to the credit of eligible students enrolled in eligible programs commencing after August 1, 1989.

(11) Half-time Student - A half-time student is defined as an eligible student who is carrying a half-time academic workload, other than by correspondence, measured in terms of course work or other required activities, including courses, work experience, research, or special studies which the institution requires of the student to be considered as being engaged in half-time study, and which amounts to the equivalent of a minimum of six (6) semester hours or six (6) quarter hours per academic term; or the student is charged the tuition and fees for half-time study by the institution. Any student enrolled for less than the equivalent of six (6) semester hours or six (6) quarter hours is ineligible for an Alabama Student Grant Program payment. For purposes of this program, no more than one course (with a maximum of four (4) credit hours per academic term for courses in religion and theology) shall be considered when calculating a student's half-time status.

(12) Institutional-Related

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

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

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

(15) Transfer Student - Each Alabama Student Grant Program award is made on the basis of the student applicant attending the postsecondary educational institution listed on

his/her student application form. A student grant recipient who elects to transfer to another educational institution may apply for a new grant in accordance with the student application procedures. The original grant will automatically be cancelled. An Alabama Student Grant Program award is not transferable from one educational institution to another.

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

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

Authors: Joseph T. Sutton, Henry J. Hector, Tim Vick  
Statutory Authority: Code of Ala. 1975, §§16-33A-1, et seq.  
History: Filed September 30, 1982. **Amended:** Filed March 9, 1992. **Amended:** Filed January 6, 2011; effective February 10, 2011. **Amended:** Filed March 27, 2017; effective May 11, 2017. **Amended:** Filed March 18, 2019; effective May 2, 2019. **Amended:** Filed September 14, 2021; effective November 22, 2021

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

(1) ACHE shall determine from the certified award lists received from all approved institutions the per grant dollar amount per eligible student for each academic term. Each eligible full-time student may receive a maximum of \$1,500 per semester or \$1,000 per quarter. Each eligible half-time student may receive a maximum of \$750 per semester or \$500 per quarter. No eligible student shall receive more than \$3,000 per academic year, nor shall any student receive a grant at more than one approved institution during any one academic term.

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

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

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

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

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

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

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

March 9, 1992. **Amended:** Filed March 18, 2019; effective May 2, 2019. **Amended:** Filed September 14, 2021; effective November 22, 2021

**300-4-3-.09 Dissemination of Information**

(1) The Commission shall provide information including, but not limited to, brochures, pamphlets, and signage explaining the program and the process for applying for grants under the program, to high school guidance counselors and student counselors employed by approved institutions for publication and distribution to students.

**Authors:** Timothy W. Vick

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

**History:** **Amended:** Filed September 14, 2021; effective November 22, 2021

DECISION ITEM: C Final Approval of Amendments to the Administrative Procedures for the Police Officers and Firefighters Survivors Educational Assistance Program

Staff Presenter: Jacinta Whitehurst  
Administrative Assistant to the Executive Director

Staff Recommendation: That the Commission grant final approval of the proposed amendments to Chapter 300-4-7 of the administrative procedures related to the Police Officers and Firefighters Survivors Educational Assistance Program (POFSEAP).

Background: Code of Alabama, 1975, Title 36-21-100 et. sec authorizes the Alabama Commission on Higher Education to adopt any rules necessary for the administration of the POFSEAP.

Alabama Act 2021-425 amended the Code of Alabama, 1975, Title 36-21-100 et. sec. by changing the eligibility criteria for natural and adopted dependents under 21 of police officers, firefighters, volunteer firefighters and rescue squad members who are declared totally disabled.

Another change also is proposed under the Commission's rule making authority. This change creates a rule that allows the Chairman of the Tuition Eligibly Board to approve or reject an application after the Board has held its annual meeting.

Preliminary approval of the proposed amendments to this rule was granted by the Commission on Friday, June 11, 2021. The proposed changes were filed with the Legislative Services Agency on June 15, 2021 and published in *Alabama Administrative Monthly* on June 30, 2021. Interested parties had until August 9, 2021 to comment. No comments were received.

Should the Commission grant final approval to these proposed changes, the certified changes will be filed with the Alabama Procedures Office on September 14, 2021 and will go into effect on November 22, 2021.

Supporting Documentation: 1. Proposed amendments to Chapter 300-4-7 of the Alabama Administrative Code (attached).

**POLICE OFFICERS AND FIREFIGHTERS SURVIVORS EDUCATIONAL  
ASSISTANCE PROGRAM  
(POFSEAP)**

**300-4-7-.04      Definition Of Terms.**

(1)            Academic Qualifications and Satisfactory Progress of Eligible Students: A student is considered academically qualified if he/she is currently enrolled and matriculated, or has been enrolled in an eligible program of an eligible institution, and is maintaining, or did maintain, satisfactory progress in a course of study he or she is or was pursuing according to the standards and practices of the institution in which the student is or was in attendance. A participating institution must check whatever elements of its satisfactory progress standards are applicable for each payment period.

(2)            Board: Tuition Eligibility Board.

(3)            Educational Grant: A grant is defined as a financial award by the state of Alabama to a Police Officer's and Firefighter's Survivor's Educational Assistance Program applicant who is designated to be an eligible student who was enrolled in, or is enrolled in, or accepted for enrollment, in an eligible institution, and is to be awarded to the student to defray direct educational-related expenses: tuition, and mandatory fees as stated in the institution's catalog, plus the cost of books and supplies.

(4)            Cost of Education: The cost of education is defined as the cost of instruction and fees to the student, as stated in the institution's catalog, plus the cost of books and supplies.

(5)            Eligible Institution: An eligible institution is a public postsecondary educational institution -- a state college, state community college, state junior college, state technical college, or state university -- in the state of Alabama and which submits a complete application to the Police Officer's and Firefighter's Survivor's Educational Assistance Program for grant assistance to its students and complies with all regulations of the Alabama Commission on Higher Education.

(6)            Eligible Program: An eligible program is any program leading to a diploma, certificate, or undergraduate degree in a state college, state community college, state junior college, state technical college, or state university, in the State of Alabama.

(7)            Eligible Student: An eligible student is an

applicant who completes a Police Officer's and Firefighter's Survivor's Educational Assistance Program application, and

(a) Is classified as an undergraduate student as defined in .04(15);

(b) Is enrolled or accepted for enrollment, or was enrolled, in an eligible program within an eligible institution for a minimum of 6 semester/quarter hour per academic term;

(c) Is making satisfactory academic progress as defined by the eligible institution and consistent with guidelines applicable to Title IV programs at the institution or institutions;

(d) Is the dependent child, or spouse who has not remarried of a full-time law enforcement officer or firefighter employed by the State, by any county, or by any municipality, and any volunteer firefighter, as defined, or rescue squad members, as defined and killed or totally and permanently disabled in the line of duty.

1. Volunteer Firefighter - any person who meets all requirements set forth by his or her department, as attested by the chief of that department, and who is any of the following: a member of a certified volunteer fire department as provided in Code of Ala. 1975, Section 9-3-17; a volunteer firefighter of a fire department of an incorporated municipality; a volunteer firefighter of a fire district established pursuant to state law.

2. Rescue Squad Member - A member of an organized rescue squad of a city, town, county, or other subdivision of the state or of a public corporation, organized for the purpose of providing, within the scope of his or her practice: First aid, treatment or transport of the sick or injured; rescue or recovery operations at incidents of drowning; search and rescue of individuals lost or incapable of self-rescue; or any other emergency or non-emergency incident where the services provided by the rescue squad are deemed necessary for incident stabilization. The term includes all commanders, officers, and member of organized rescue squads that are members of the Alabama Association of Rescue Squads.

(e) Dependent Children qualifying categories:

1. Natural born children of deceased firefighters, police officers, volunteer firefighters and rescue squad members who are under 21 at the time of death.

2. Adopted children of deceased firefighters,

police officers, volunteer firefighters and rescue squad members who are under 21 at the time of death.

3. Natural born children of totally disabled firefighters, police officers, volunteer firefighters and rescue squad members who are under 21 at the time total disability is established.

4. Adopted children of totally disabled firefighters, police officers, volunteer firefighters and rescue squad members who are under 21 at the time permanent disability is established. In order to receive benefits, an adopted dependent of totally disabled firefighter police officer, volunteer firefighter and rescue squad member shall have been adopted and resided in the household for at least five years prior to enrollment in undergraduate study.

(f) If a spouse, the applicant must not have remarried and must enroll in an eligible program of an eligible institution within five years of the death or total and permanent disability of a law enforcement officer, firefighter as defined, or rescue squad member, as defined or within five years from October 1, 2000 for persons whose spouses became totally and permanently disabled in the line of duty on or after July 23, 1987.

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

(9) Matriculated Status of Eligible Students:

(a) To be eligible for a Police Officer's and Firefighter's Survivor's Educational Assistance program grant, a student must be or have been in a "matriculated status" in an eligible program leading to a diploma, certificate, or undergraduate degree in an eligible institution. For purposes of the Police Officer's and Firefighter's Survivor's Educational Assistance program, a student shall be considered in "matriculated status" if he or she is enrolled, or has been enrolled, in an appropriate diploma, certificate, or degree program.

(b) A student is to be considered matriculated and eligible only if the courses pursued by the student are fully recognized as contributing toward fulfillment by the students of the requirements for completion of the program. That the student may be required, or has been required, to complete certain courses to make up deficiencies in background or training does not necessarily negate the student's status as a recognized certificate, diploma, or degree candidate, so long as acceptance and credit are not contingent upon additional and special requirements designed to establish his/her qualifications to pursue the program successfully. If credit toward the certificate, diploma, or degree is conditional upon satisfactory completion of additional special requirements, then the student must be considered not fully matriculated and ineligible for assistance during his/her present program of study.

(c) A student who meets all eligibility requirements for the Police Officer's and Firefighter's Survivor's Educational Assistance Program and who is, or has been, permitted to enroll in an eligible institution or an early admission basis is eligible to receive an educational grant provided he/she meets all other matriculated status criteria of these procedures.

(10) Public Institution of Higher Education. A public institution of higher education is an educational institution which,

(a) Is in Alabama;

(b) Admits as regular students only persons who have a high school diploma or have the recognized equivalent of a high school diploma, or are beyond the age of compulsory school attendance, and have the ability to benefit from the training offered;

(c) Is legally authorized to provide an educational program beyond secondary education;

(d) Provides an educational program for which it awards an associate or baccalaureate degree, or provides at least a two-year program which is acceptable for full credit toward a baccalaureate degree, or provides at least a one-year training program which leads to a certificate or diploma and prepares students for gainful employment in a recognized occupation;

(e) Is accredited by a nationally-recognized accrediting agency or association or, if not accredited, is an institution whose credits are determined to be accepted on transfer by at least three accredited institutions on the same basis as transfer credits from fully accredited

institutions.

(11) Refund Policies and Procedures.

(a) If a student transfers, or becomes ineligible for an educational grant, prior to the delivery of program funds to the student, the institutional financial aid administrator will not disburse Police Officer's and Firefighter's Survivor's Educational Assistance Program funds to the student.

(b) If a student withdraws from school or reduces his/her course load after receiving Police Officer's and Firefighter's Survivor's Educational Assistance program funds, but before the end of the academic term or terms, and is not entitled to a refund in accordance with the institution's refund policy, the Police and Firefighter's Survivor's Educational Assistance Program will not require a refund of any portion of the educational grant which was utilized by the student toward payment of the institution's net charges to the student for the period of actual attendance. However, if an educational grant award payment to the student exceeds the amount of the educational costs of the student, the institution must return to the Police Officer's and Firefighter's Survivor's Educational Assistance Program the refund amount and the institution must maintain with the student's records documentation listing (a) the date the student withdrew, (b) the net institutional charges to the student for the period of the student's attendance, (c) the amount of the student's educational grant award, and (d) the amount of refund due the Police Officer's and Firefighter's Survivor's Educational Assistance Program.

(12) Student Application Procedure: Each applicant for a Police Officer's and Firefighter's Survivor's Educational Assistance Program grant must submit to the Alabama Commission on Higher Education a Police Officer's and Firefighter's Survivor's Educational Assistance Program student application. Completed applications will be forwarded to the Tuition Eligibility Board for review and certification of eligibility.

(13) Transfer Student: Each Police Officer's and Firefighter's Survivor's Educational Assistance Program award is made on the basis of the student applicant's attending the postsecondary educational institution listed on his/her student application form. An award recipient who elects to transfer to another educational institution may apply for a new award in accordance with the student application procedure. The original application will be cancelled automatically, unless the student has met the student eligibility requirements for receipt of funds for attendance at that institution. A Police Officer's and Firefighter's Survivor's Educational Assistance Program

award is not transferable from one institution to another.

(14) Tuition: Tuition is defined as the cost of instruction and fees to the student as stated in the institution's catalog, plus the cost of books and supplies.

(15) Undergraduate Student: An undergraduate student is defined as a person who is or was enrolled in an eligible program at an eligible institution and has not earned a baccalaureate or professional degree. Students who have previously earned a baccalaureate or professional degree, even though they may be enrolled in an undergraduate course of study, are not eligible for a Police Officer's and Firefighter's Survivor's Educational Assistance Program grant.

(16) Full-time Student: A full-time student is an enrolled student who is carrying a full-time academic workload which amounts to the equivalent of a minimum of 12 semester hours or 12 quarter hours per academic term.

(17) Half-time Student: A half-time student is an enrolled student who is carrying a half-time academic workload which amounts to the equivalent of a minimum of 6 semester hours or 6 quarter hours per academic term.

**Author:** Dr. William H. Wall; Tim Vick

**Statutory Authority:** Code of Ala. 1975, Act 87-609.

**History:** Filed April 6, 1988. **Amended:** Filed

December 20, 1999; effective January 24, 2000. **Amended:** Filed

January 12, 2001; effective February 16, 2001. **Amended:** Filed

August 19, 2016; effective October 3, 2016. **Amended:** Filed

September 14, 2021; effective November 22, 2021.

300-4-7-.06      Application Processing Procedures. The following procedures shall be the method used by the Alabama Commission on Higher Education for making available Police Officer's and Firefighter's Survivor's Educational Assistance Program awards to eligible students at eligible institutions:

(a)            Applications may be obtained from the Alabama Commission on Higher Education.

(b)            The applicant shall be required to complete the application form and attach documentation to substantiate eligibility. Such documentation must include a copy of a natural child's birth certificate, adoption papers for an adopted child, or marriage certification by a spouse, and a death certificate for the police officer, firefighter, as defined, or rescue squad member, as defined, killed in the line of duty, or the certification by a qualified physician of the police officer's, firefighter's, as defined, or rescue squad member's, as defined total and permanent disability as a result of service in the line of duty.

(c)            The applicant shall forward the completed application form, with attached documentation, to the Alabama Commission on Higher Education.

(d)            Each application shall have a preliminary review by the Alabama Commission on Higher Education staff to determine if the application is complete and contains all required documentation. Each student applicant shall be notified by the Alabama Commission on Higher Education when an application is incomplete and additional information is needed. The Alabama Commission on Higher Education shall notify any student who does not meet student eligibility criteria and is, therefore, ineligible for a Police Officer's and Firefighter's Survivor's Educational Assistance Program award.

(e)            Complete applications of applicants who appear to meet the eligibility criteria for participation in the Police Officer's and Firefighter's Survivor's Educational Assistance Program shall be forwarded by the Commission on Higher Education to the Chairman of the Tuition Eligibility Board.

(f)            The Chairman of the Tuition Eligibility Board shall review the application, in consultation with other members of the Board, as directed by Board policy, and determine if the applicant meets the eligibility requirements for participation in the program. Upon signature of the Board Chairman, the application shall be returned to the Alabama Commission on Higher Education for processing.

1. If an application is received after the Tuition Eligibility Board has held its annual meeting, the Chairman has the authority to approve or reject an application.

(g) Upon receipt of the approved application, the Alabama Commission on Higher Education shall request the eligible institution to submit an invoice for reimbursement of tuition, fees, books, and supplies for each term the applicant is eligible to receive benefits through the Police Officer's and Firefighter's Survivor's Educational Assistance Program.

Original receipts must accompany institutional invoices submitted to the Commission.

(h) Payments for eligible students shall be forwarded to the financial aid office of the eligible institution.

**Author:** Dr. William H. Wall; Tim Vick

**Statutory Authority:** Code of Ala. 1975, Alabama Act 87-609, as amended by Alabama Acts 99-448 and 2000-808.

**History:** Filed April 6, 1988. **Amended:** Filed December 20, 1999; effective January 24, 2000. **Amended** (updated Statutory Authority only): Filed January 12, 2001; effective February 16, 2001. **Amended:** Filed August 19, 2016; effective October 3, 2016. **Amended:** Filed September 14, 2021; effective November 22, 2021.

DECISION ITEM: D

Approval of 2022 Meeting Schedule

Staff Presenter:

Jacinta Whitehurst  
Administrative Assistant to the Executive Director

Staff Recommendation:

That the Commission approve the proposed meeting schedule for 2022.

The following dates are all Fridays.

Proposed Meeting Schedule for 2022:

March 11, 2022  
June 10, 2022  
September 9, 2022  
December 9, 2022

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: E Fiscal Year 2021-22 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 2021-22.

Background: The purpose of the Operations Plan is to ensure that the objectives of the Legislature's FY 2021-22 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 30, 2021, was submitted in draft form, pending approval of the Commission.

In Fiscal Year 2021-22, the Commission's total budget will be \$46,502,997. This is a \$6,676,737 increase from FY 2020-21 budget of \$39,826,280.

There are four new line items in the FY 2021-22 Education Trust Fund (ETF) budget. They are:

Industry Credential Registry	\$100,000
Retain Alabama	\$800,000
Historically Black College and University Consortium	\$650,000
USS Alabama Battleship	\$150,000

The following programs received the following increases in the FY 2021-22 ETF budget:

ACHE Operations and Maintenance	\$ 61,956
Alabama Student Assistance Program	\$1,379,674
Alabama Student Grant Program	\$ 271,099
Alabama National Guard Educational Assistance Program	\$ 303,785
Police Officer's & Firefighter's Survivor's Educational Assistance Program	\$ 142,700
Alabama Math & Science Teacher Education Program	\$ 21,750
Birmingham Promise	\$ 100,000
Network of Alabama Academic Libraries	\$ 75,773
Alabama Agricultural Land Grant Alliance	\$ 500,000
Resource Conservation & Development	\$ 700,000
Soil and Water Conservation Committee	\$ 300,000
Black Belt Initiative	\$ 875,000
Black Belt Adventures	\$ 75,000
Black Belt Treasures	\$ 25,000
Alabama Trails Foundation	\$ 145,000

In terms of sources of revenue, in the coming fiscal year, approximately 99.1% of the Commission's funds come

from the state's Education Trust Fund and .9% comes from local funds. ACHE currently receives no funds from the federal government.

In FY 2021-22, approximately 87.8% of the Commission's budget will be directed toward Grants and Benefits. The operations portion of the budget represents approximately 12.2% of the total funds available.

Supporting Documentation:

1. EBO Form 8. Agency Summary. Attached.
2. FY 2021-22 Operations Plan. Entire Document. Available upon request.

Attachment 1

Alabama Commission on Higher Education  
All Funds

FUND CODE NO.	PROGRAMS AND ACTIVITIES	FY 2020-21 Appropriated	FY 2021-22 As Passed	Difference	
				Dollars	Percent
<b>172</b>	<b>PLANNING AND COORDINATION SERVICES</b>				
0144	Postsecondary Education (ACHE O&M)	\$ 3,598,466	\$ 3,660,422	\$ 61,956	1.72%
1174	Industry Credential Directory		\$ 100,000	\$ 100,000	
1175	Retain Alabama (\$400,00 to EDPA)		\$ 800,000	\$ 800,000	
	Subtotal O&M	\$ 3,598,466	\$ 4,560,422	\$ 961,956	26.73%
0322	Non-Resident Institutions Fees (Local Funds - Fees)	236,239	236,239	\$ -	0.00%
1323	NC-SARA Fees (Local Funds - Fees)	200,000	200,000	\$ -	0.00%
	<b>TOTAL</b>	<b>4,034,705</b>	<b>4,996,661</b>	<b>\$ 961,956</b>	<b>23.84%</b>
<b>153</b>	<b>STUDENT ASSISTANCE</b>				
0121	Alabama Student Assistance Program	5,897,551	7,277,225	\$ 1,379,674	23.39%
0122	Alabama Educational Grants Program	7,008,128	7,277,225	\$ 271,099	3.87%
0124	Alabama National Guard Educational Assistance Program	4,908,550	5,212,335	\$ 303,785	6.19%
0794	Police and Firefighter's Survivors Tuition Program	302,000	444,700	\$ 142,700	47.25%
1137	Alabama Math and Science Teacher Education Program	725,000	746,750	\$ 21,750	3.00%
1161	Birmingham Promise Scholarship Program	750,000	850,000	\$ 100,000	13.33%
	<b>TOTAL</b>	<b>19,589,227</b>	<b>21,808,235</b>	<b>\$ 2,219,008</b>	<b>11.33%</b>
<b>152</b>	<b>SUPPORT OF OTHER EDUCATIONAL ACTIVITIES</b>				
0109	Southern Regional Education Board	656,214	656,214	\$ -	0.00%
0118	Network of Alabama Academic Libraries	303,428	379,201	\$ 75,773	24.97%
0107	AGSC/STARS	393,067	393,067	\$ -	0.00%
0116	Established Program to Stimulate Competitive Research	1,200,216	1,200,216	\$ -	0.00%
	<b>TOTAL</b>	<b>2,552,925</b>	<b>2,628,698</b>	<b>\$ 75,773</b>	<b>2.97%</b>
<b>151</b>	<b>SUPPORT OF STATE UNIVERSITIES</b>				
0800	Alabama Agricultural Land Grant Alliance	5,616,283	6,116,283	\$ 500,000	8.90%
<b>189</b>	<b>SUPPORT OF STATE PROGRAMS</b>				
0306	Resource Conservation & Development Program (RC &D)	3,137,744	3,837,744	\$ 700,000	22.31%
0307	Soil and Water Conservation Committee Program	2,123,376	2,423,376	\$ 300,000	14.13%
0308	AL Forestry Foundation Black Belt Initiative (\$850,000 to Sloan-Dixon Ctr	307,000	1,182,000	\$ 875,000	285.02%
0315	Alabama Black Belt Adventures	300,000	375,000	\$ 75,000	25.00%
0316	Alabama Black Belt Treasures	260,000	285,000	\$ 25,000	9.62%
1110	Humanities Foundation	100,000	100,000	\$ -	0.00%
0318	Alabama Civil Air Patrol	100,000	100,000	\$ -	0.00%
0319	National Computer Forensics Institute	250,000	250,000	\$ -	0.00%
0320	Adaptive Sports Scholarship	60,000	60,000	\$ -	0.00%
0324	Motorsports Hall of Fame	200,000	200,000	\$ -	0.00%
1327	Alabama Trails Foundation	195,000	340,000	\$ 145,000	74.36%
1140	Forestry Commission Education Program	200,000	200,000	\$ -	0.00%
1141	Alabama Recruit and Retain Minority Teachers Pilot	700,000	700,000	\$ -	0.00%
1162	AKEEP - Education and Teacher Recruitment Partnership	100,000	100,000	\$ -	0.00%
	USS Alabama		150,000	\$ 150,000	
	HBCU Consortium		650,000	\$ 650,000	
	<b>TOTAL</b>	<b>8,033,120</b>	<b>10,953,120</b>	<b>\$ 2,920,000</b>	<b>36.35%</b>
	<b>GRAND TOTAL (includes Local Funds)</b>	<b>\$ 39,826,260</b>	<b>\$ 46,502,997</b>	<b>\$ 6,676,737</b>	<b>16.76%</b>
<b>SOURCE OF FUNDS</b>					
200	Education Trust Fund	\$ 39,390,021	\$ 46,066,758	\$ 6,676,737	16.95%
403	Federal Funds	0	0	\$ -	
403	Local Funds (Fees and Grants)	436,239	436,239	\$ -	0.00%
	<b>GRAND TOTAL</b>	<b>\$ 39,826,260</b>	<b>\$ 46,502,997</b>	<b>\$ 6,676,737</b>	<b>16.76%</b>

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

OPERATIONS PLAN  
FISCAL YEAR 2021-2022

AGENCY NO. 319

DATE: \_\_\_\_\_ AGENCY NAME: ALABAMA COMMISSION ON HIGHER EDUCATION

APPROPRIATION UNIT NAME: AGENCY SUMMARY      APPROPRIATION UNIT NO. 152, 153,340  
172, 189, 151

ACTIVITY NAME: ALL ACTIVITIES      ACTIVITY NO.: ALL

BUDGET ORG. NAME: \_\_\_\_\_ BUDGET ORG NO.: \_\_\_\_\_

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

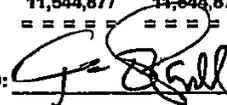
CODE EXPENDITURES BY  
NO. MAJOR OBJECT:

01 PERSONNEL COSTS	1,107,638	806,789	806,789	673,307	3,394,523
02 EMPLOYEE BENEFITS	286,774	247,579	247,579	220,900	1,002,832
03 TRAVEL-IN-STATE	10,150	11,225	12,825	12,675	46,875
04 TRAVEL-OUT-OF-STATE	12,600	9,400	9,445	11,500	42,945
05 REPAIRS AND MAINTENANCE	1,100	1,100	1,600	1,300	5,100
06 RENTALS & LEASES	152,525	155,021	159,316	149,910	616,772
07 UTILITIES & COMMUNICATIOI	16,800	15,100	19,693	22,600	73,993
08 PROFESSIONAL SERVICES	36,400	17,890	16,885	52,540	123,715
09 SUPPLIES & OPERATIONS	100,209	45,835	43,750	65,125	254,919
10 TRANSPORTATION EXPENSE	2,500	3,500	4,500	5,500	16,000
11 GRANTS, BENEFITS & CLAIM:	10,133,966	10,221,902	10,207,010	10,256,220	40,819,098
12 CAPITAL OUTLAY					
13 TRANSPORTATION PURCHASES					
14 OTHER EQUIPMENT PURCHA	7,900	9,540	15,485	73,300	106,225
15 DEBT SERVICE					
16 NON-EXPENDITURE DISB.					
<b>TOTAL EXPENDITURES</b>	<b>11,868,362</b>	<b>11,544,881</b>	<b>11,544,877</b>	<b>11,544,877</b>	<b>46,502,997</b>

SOURCE OF FUNDS  
FUND FUND NAME  
NO.

403 FUNDS BROUGHT FWD(FEDE)					
754 FUNDS BROUGHT FWD (TSPAT)					
200 ETF	11,759,303	11,435,821	11,435,817	11,435,817	46,066,758
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					
<b>TOTAL SOURCE OF FUNDS</b>	<b>11,868,362</b>	<b>11,544,881</b>	<b>11,544,877</b>	<b>11,544,877</b>	<b>46,502,997</b>

EBO USE ONLY

DATE: \_\_\_\_\_ APPROVED:  \_\_\_\_\_  
A: \_\_\_\_\_ DATE: 7-16-21

ALABAMA COMMISSION ON HIGHER EDUCATION

Friday, September 10, 2021

DECISION ITEM: F

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. Heather Howell, Alabama A&M University, to the Alabama Forever Wild Land Trust.

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. Lori Tolley-Jordan, Jacksonville State University, representing the northern district, will expire September 30, 2021.

Dr. Howell is a research assistant professor at Alabama A&M University in Fishery/Pest/Dendrology. She has extensive experience in plant and soil science and wildlife research. Dr. Howell has been instrumental in training students and staff in research procedures and field and lab safety, coordinated research activities of faculty, students and staff and has designed and implemented aquatic and terrestrial wildlife field studies. She has served as a co-instructor and developer, Principles of Fisheries and assisted in the development of a minor in Fisheries.

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

Supporting Documentation:

None

DECISION ITEM: G

Public Drawing to Determine the Order of Payment of  
Alabama Student Grant Program (ASGP) Funds for the  
2021-2022 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 300-4-3.04 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, unmarked envelopes with the names of the institutions which have declared their intentions to apply for participation in the ASGP for the 2021-2022 academic year have been created and will be used in the drawing.

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 300-4-3.04 of the Alabama Student Grant Program Regulations (available upon request).

DECISION ITEM: H-1

Alabama State University, Master of Business Administration in Business Administration (CIP 52.0201)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Business Administration (MBA) 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 Spring 2022. Based on Commission policy, the proposed program must be implemented by January 13, 2023, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

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

**Post-Implementation Conditions:**

1. That the annual average new enrollment headcount beginning in 2023-24 will be at least 21.2, based on the proposal.
2. That the annual average number of graduates for the period 2024-25 through 2028-29 (five-year average) will be 3.75, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(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 doctoral program.

Alabama State University (ASU) 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, 2029.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. Demand for MBA graduates remains strong, given the need for management analysts, market research analysts, and other business professionals.
2. ASU's Percy J. Vaughn, Jr. College of Business Administration currently offers five baccalaureate programs and one graduate program (Master of Accountancy) and maintains specialized accreditation through the Accreditation Council for Business Schools and Programs (ACBSP).
3. ASU is one of two public universities in Alabama that does not include an MBA program among its standard offerings.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Alabama State University proposal, dated June 1, 2021. 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: Alabama State University</b>								
<b>PROGRAM: MBA in Business Administration (CIP 52.0201)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
FACULTY	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$165,000	\$165,000	\$430,000
STAFF	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	\$364,000
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$124,600
ASSISTANTSHIPS	\$20,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$320,000
OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$109,800</b>	<b>\$139,800</b>	<b>\$139,800</b>	<b>\$139,800</b>	<b>\$139,800</b>	<b>\$284,800</b>	<b>\$284,800</b>	<b>\$1,238,600</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
REALLOCATIONS	\$47,784	\$15,768	\$0	\$0	\$0	\$26,400	\$26,400	\$116,352
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$62,016	\$124,032	\$206,720	\$206,720	\$258,400	\$258,400	\$258,400	\$1,374,688
<b>TOTAL</b>	<b>\$109,800</b>	<b>\$139,800</b>	<b>\$206,720</b>	<b>\$206,720</b>	<b>\$258,400</b>	<b>\$284,800</b>	<b>\$284,800</b>	<b>\$1,491,040</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	12	20	20	25	25	25	21.2
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	12	20	20	25	25	25	21.2
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	12	20	20	25	25	25	21.2
<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>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	6	12	20	20	25	16.6

## Attachment 2

### Summary of Background Information

Master of Business Administration (MBA) in Business Administration  
Alabama State University

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

**Program Description:** Offered by the Percy J. Vaughn, Jr. College of Business Administration, the proposed MBA in Business Administration is designed to help meet the demand for master's-level professionals in the State of Alabama and across the Southeast. In addition to the general MBA component, ASU will offer two specialized concentrations: Project Management and Enterprise Resource Planning. Graduates will be prepared to sit for professional certification exams offered by the Project Management Institute and the System Analysis Program (SAP) corporation, based on their additional work experience.

**Student Learning Outcomes:** Learning outcomes for graduates of the MBA in Business program include the following abilities:

1. Demonstrating competency in the functional components of business – accounting, economics, finance, information systems, management, and marketing.
2. Demonstrating and applying critical thinking skills through the employment of appropriate analytical models to evaluate evidence, selecting among alternatives, and generating creative options supporting effective decision-making.
3. Demonstrating awareness of teamwork skills.
4. Demonstrating effective communication skills, specifically writing business documents clearly, concisely, and analytically; and speaking in groups and in public clearly and concisely, with appropriate use of visual aids.
5. Demonstrating a knowledge of ethics and addressing the use of ethical principles within business situations.

**Administration:** The program will be administered by the Percy J. Vaughn, Jr. College of Business Administration, Dr. Kamal Hingorani, Dean.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were sent to the Alabama Council of Graduate Deans (ACGD). One response was received indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** Of Alabama's 14 public universities, 12 offer MBA programs at CIP 52.0201 (see table below). ASU and Athens State University are the only two public universities in the State without an MBA program.

#	University	CIP	Degree Offered
1	Alabama A&M	52.0201	M.B.A.
2	Auburn University	52.0201	M.B.A.
3	Auburn Montgomery	52.0101	M.B.A.
4	Jacksonville State University	52.0201	M.B.A.
5	Troy University	52.0201	M.B.A.
6	University of Alabama	52.0201	M.B.A.
7	University of Alabama Birmingham	52.0201	M.B.A.
8	University of Alabama Huntsville	52.0201	M.B.A.
9	University of Alabama Huntsville	52.0201	M.S.M.
10	University of Montevallo	52.0201	M.B.A.
11	University of North Alabama	52.0201	M.B.A.
12	University of South Alabama	52.0201	M.B.A.
13	University of West Alabama	52.0201	M.B.A.

**Relationship to Existing Coursework:** ASU's College of Business Administration currently offers five undergraduate programs and one graduate program, the Master of Accountancy (MAcc). The proposed MBA will share 9 credit hours of coursework with the existing MAcc. The proposed program will extend ASU's offerings in management, finance, marketing, and computer information systems to the graduate level.

**Collaboration:** ASU does not plan to collaborate with other institutions at this time.

**Accreditation:** The Percy J. Vaughn, Jr. College of Business Administration is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). Approximately two years after the start of the program, the College will renew its accreditation, which will include review of the MBA program.

**Professional Certification:** Graduates of the MBA program will be able to sit for professional certification exams depending on their concentration and additional work experience. Those concentrating in Project Management are eligible for the Certified Associate in Project Management (CAPM) exam offered by the Project Management Institute, and with 3 years of project management experience, they may also sit for PMI's Project Management Professional (PMP) certification. Those concentrating in Enterprise Resource Planning will be prepared to sit for the SAP Certified Application Associate exam for Business Process Integration (TS410).

**Admissions:** Applicants for the MBA program should have completed an undergraduate degree from an accredited institution in business or a related field, as approved by the MBA director. Those who have not completed a degree from an approved undergraduate degree program will have to complete a series of undergraduate courses in accounting, economics, finance, management, and marketing.

**Mode of Delivery:** The proposed MBA will be offered both 100% online and 100% in-person. Students will be able to choose their method of completion.

**Curriculum:** The proposed program will require the development of 18 new graduate-level courses across the core business disciplines of management, finance, and marketing, as well as within the related disciplines of computer information systems and economics.

Program Completion Requirements:	
Credit hours required in program courses	24
Credit hours required in support courses	0
Credit hours in concentration	9
Credit hours in required research	0
<b>Total credit hours required for completion</b>	<b>33</b>

Full-time students can complete this program over 4 semesters or 3 semesters and a summer session. Part-time students can complete the program within 5 calendar years. High-performing undergraduate students will be encouraged to take the MBA core courses while completing their undergraduate degree. Students will complete 9 credit hours of coursework in one of three concentration areas: Project Management, Enterprise Resource Planning, or General Business Administration.

**Other Requirements:** None.

**Industry Need:** The proposed program is designed to prepare graduates for employment in the following occupations (all of which appear on Alabama's 2021 Statewide List of In-Demand Occupations) as classified within the Standard Occupational Code (SOC) system:

- 1) Management Analysts (SOC 13-1111)
- 2) Market Research Analysts and Marketing Specialists (SOC 13-1161)
- 3) Computer and Information Systems Managers (SOC 11-3021)

The employment growth outlook for individuals with the professions related to the SOC codes is above average in Alabama for the period of 2018-2028 according to the Occupational Information Network in cooperation with the US Department of Labor, 16% for Management Analysts, 20% for Market Research Analysts and Marketing Specialists, and 14% for Computer and Information System Managers. Demand for Project Management and Enterprise Resource Planning professionals is increasing as the current talent reaches retirement age.

**Student Demand:** The College of Business Administration surveyed business graduates from the last five years. Those students showed a considerable interest in attending an MBA program at their alma mater. Of the 113 survey participants, 81% expressed interest in attending ASU for an MBA. The majority expressed an interest in courses offered in the evening (88.5%) or online (85%). The majority of respondents strongly agreed that an MBA would open greater career and salary opportunities for them. External research also shows there is a need to reach out to African American candidates with a reasonably priced program. A 2020 article in the *Wall Street Journal* noted that "Black students comprise less than 10% of business school enrollment nationally, and admissions experts say universities have not done enough to attract more Black students to their MBA programs." ASU's MBA program will be well-placed to attract Black candidates and support their professional advancement.

**Resources:** There are currently 17 full-time primary faculty to support the proposed MBA program. Additionally, ASU is in the process of hiring 4 full-time faculty to fill vacancies due to resignations/retirements (1 in Management, 1 in Marketing, 2 in Computer Information Systems). Because these faculty lines are already budgeted for in the College's current offerings, no additional funds are included for them in the Program Summary.

With student demand for the program expected to grow substantially by year six, ASU anticipates hiring one new faculty member for the program in academic year 2027-28 at a cost of \$145,000 per year.

Faculty:  
Current Primary Faculty:  
Full-time: 17  
Part-time: 0

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

Additional Faculty to be hired:

Primary Faculty—  
Full-time: 4 (current openings) + 1 (new opening in year 6)  
Part-time: 0  
Support Faculty—  
Full-time: 0  
Part-time: 0

Staff: ASU has included a stipend of \$20,000 per year to support a current faculty member to serve as the MBA Program Director (included under faculty in the program summary table). Additionally, one staff member will be needed to support program recruitment, advising, and coordination at a cost of \$52,000 annually.

Assistantships: By the second year of the program, five assistantships of \$10,000 each will be offered, totaling \$50,000 annually.

Equipment: No new equipment will be required for the proposed program.

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

Library: The Levi Watkins Learning Center (LWLC) has established a written collection development policy to provide guidance on evaluating, selecting, and ordering library materials to support teaching and research in all academic areas including the College of Business Administration. This same policy applies to support the proposed MBA with concentrations in Enterprise Resource Planning and Project Management. Library materials are selected in various formats to include print, non-print, and electronic resources. Acquisition of library materials for the College of Business Administration is determined by the library staff in collaboration with the College of Business Administration students and faculty. The fulfillment of material requests from faculty and students are dependent upon the availability of funds and collection development policy guidelines. In order to maintain current needs, the collection is evaluated on a regular and systematic basis to replace those titles that are no longer viable to support the curriculum. In order to supplement its existing collections to support an additional graduate program in Business Administration, LWLC will require annual funding of \$17,800.

**Program Budget:** The proposal projected that \$1,238,600 in new funds will be required to support the program over the first seven years. Over the same period, the program is expected to require \$116,352 in internal reallocations and generate \$1,374,688 in tuition revenue.

**Attachment 3**

Master of Business Administration (MBA) in Business Administration  
 Alabama State University

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Required Courses:</b>		
ACT 526 Advanced Managerial/Cost Accounting	3	
ECO 558 Managerial Economics	3	*
FIN 520 Financial Management	3	*
MGT 520 Organizational Behavior and Leadership	3	*
MGT 570 Operations and Supply Chain Management	3	*
MGT 580 Business Analytics/Quantitative Analysis	3	*
MGT 590 Strategic Management	3	*
MKT 510 Marketing Management	3	*
<b>Project Management Concentration Requirements: (9 hours)</b>		
MGT 575 Advanced Project Management I	3	*
MGT 576 Advanced Project Management II	3	*
MGT 577 Management Project Analytics	3	*
<b>Enterprise Resource Planning Concentration Requirements: (9 hours)</b>		
CIS 520 Business Process Integration with ERP Systems	3	*
CIS 530 Advanced Database Systems	3	*
CIS 540 Data Cleansing, Integration, and Visualization	3	*
<b>General MBA Concentration (any three): (9 hours)</b>		
MGT 561 Human Resource Management	3	*
MGT 563 Entrepreneurship	3	*
MKT 520 Global Marketing	3	*
ACT course (as approved by the advisor from the MAcc program)	3	
Project Management (as approved by the advisor)	3	*
Enterprise Resource Planning (as approved by the advisor)	3	*
<b>TOTAL</b>	<b>33 Hours</b>	

Those entering the MBA program without business coursework from an accredited College of Business will be required to complete the following undergraduate-level courses:

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
ACT 214 Principles of Financial Accounting	3	
ECO 252 Principles of Microeconomics	3	
FIN 321 Essentials of Managerial Finance	3	
MGT 321 Principles of Management	3	
MKT 321 Elements of Marketing	3	
<b>TOTAL</b>	<b>15 Hours</b>	

DECISION ITEM: H-2

Auburn University, Master of Science in Forest Business and Investment (CIP 03.0510)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Science (MS) in Forest Business and Investment.

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

**Implementation Date:** The proposed program will be implemented in Spring 2022. Based on Commission policy, the proposed program must be implemented by January 13, 2023, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

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

**Post-Implementation Conditions:**

1. That the annual average new enrollment headcount beginning in 2023-24 will be at least 9.5, based on the proposal.
2. That the annual average number of graduates for the period 2023-24 through 2028-29 (six-year average) will be 3.75, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(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 doctoral program.

Auburn University (AU) 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, 2029.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed MS degree is designed to fill a critical industry need for professionals cross-trained in forestry resources and business, given the continued importance of the forestry sector to Alabama's economic growth.
2. Forestry is a key component of AU's land-grant mission, and there are no other programs similar to the proposed degree offered in Alabama.
3. Coursework for the program will be offered 100% online allowing more flexibility for professional students.
4. This proposal includes four letters of support from employer partners attesting to the need for this program.

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 proposal, dated July 12, 2021. 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: Auburn University</b>								
<b>PROGRAM: MS in Forest Business and Investment (CIP 03.0510)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
FACULTY	\$25,000	\$25,000	\$25,000	\$25,000	\$84,000	\$85,950	\$87,989	\$357,939
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>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$84,000</b>	<b>\$85,950</b>	<b>\$87,989</b>	<b>\$357,939</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$77,520	\$150,960	\$155,040	\$175,440	\$155,040	\$175,440	\$155,040	\$1,044,480
<b>TOTAL</b>	<b>\$77,520</b>	<b>\$150,960</b>	<b>\$155,040</b>	<b>\$175,440</b>	<b>\$155,040</b>	<b>\$175,440</b>	<b>\$155,040</b>	<b>\$1,044,480</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	5	4	5	4	5	4	4.5
PART-TIME HEADCOUNT	Year 1 - No data reporting required	8	11	11	11	11	11	10.5
TOTAL HEADCOUNT	Year 1 - No data reporting required	13	15	16	15	16	15	15
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	10	9	10	9	10	9	9.5
<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>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	5	8	9	8	9	8	7.8

## Attachment 2

### Summary of Background Information

Master of Science in Forest Business and Investment  
Auburn University

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

**Program Description:** The proposed MS in Forest Business and Investment is designed for professionals employed by forest land management firms and creditors, large individual and institutional forest landowners, forestry supplies, product manufacturers and distributors, logging contractors, and forestry consultants. Often, professionals have either expertise in forestry or business skills, but rarely both. Graduates of the program will build on their forestry knowledge and gain expertise in business, finance, and investments specific to the forestry industry. This non-thesis master's program will be available online only and will enable non-traditional students in Alabama and beyond to acquire specialized skills needed in the industry.

**Student Learning Outcomes:** Learning outcomes for graduates of the MS in Forest Business and Investment program include the following abilities:

1. Critique values in the area of forest finance and investment in different settings.
2. Identify the critical issues in the forest investment business in North America.
3. Create solutions related to forest finance and investment decision-making as it relates to risk management.
4. Prepare oral and written communication documents for business purposes aimed at underwriters, clients, the scientific community, and lay people.

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

**Peer Review:** The Notification of Intent to Submit a Proposal (NISIP) and the program proposal were sent to the Alabama Council of Graduate Deans (ACGD). One response was received indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** Forestry is a key component of AU's land-grant mission, and there are no other programs similar to the proposed degree offered in Alabama. The closest comparable program is offered by the Warnell School of Forestry and Natural Resources at the University of Georgia, but their program is only delivered in-person.

**Relationship to Existing Coursework:** This program will be taught collaboratively with AU's Raymond J. Harbert College of Business so that students can build their forestry knowledge while gaining expertise in business, finance, and investments specific to the forest industry. The proposed program builds on the existing online Graduate Certificate in Forest Finance and Investment (CIP 03.0509), and includes support coursework developed for AU's MBA in Business Administration (CIP 52.0201), MS in Supply Chain Management (CIP 52.0203), and MS in Management Information Systems (CIP 52.1201).

Within the School of Forestry and Wildlife Sciences, AU offers a Master of Natural Resources (CIP 03.0101, non-thesis option), an MS in Natural Resources/ Conservation (CIP 03.0101, thesis option), and

an MS in Forestry and Wildlife Sciences (CIP 03.0599), as well as a PhD in Forestry and Wildlife Sciences (CIP 03.0599).

**Collaboration:** AU does not plan to collaborate with other institutions for the implementation of this proposed degree program, as all courses and instructors necessary for offering the program are already in place.

**Accreditation:** There is no specialized accreditation agency for programs in forest business and investment.

**Admissions:** Enrollment for the proposed online MS degree does not require the GRE. However, AU's Graduate School does require a 2.75 GPA (exceptions are permitted if sufficient justification is provided to the school's Graduate Program Office).

**Mode of Delivery:** Coursework for the proposed program will be delivered 100% online.

**Curriculum:** Core coursework for the MS will be delivered through the School of Forestry and Wildlife Sciences, while support coursework will be delivered in partnership with the Harbert College of Business. AU plans to develop two new courses for the proposed program: FORY 7300 (Forest Business and Investments Seminar) and FORY 7350 (Forest Statistics).

Program Completion Requirements:

Credit hours required in program courses	16/19
Credit hours in general education or core curriculum	N/A
Credit hours required in support courses	15/12
Credit hours in required or free electives	N/A
Credit hours in required research	N/A
<b>Total credit hours required for completion</b>	<b>31</b>

A full-time student (15 credits/semester) could complete the MS degree in 2 semesters or 1 academic year. However, most students will enroll part-time, with 6-12 credits per semester and take 1.5 to 3 years to complete.

**Industry Need:** Alabama has the second largest timberland base in the US, with nearly 23 million acres and the amount of timber volume is increasing annually. With more than a \$21 billion in economic impact on the State, forestry is a key industry for Alabama's economy. Over 42,000 people are employed in the forest product sector, which includes pulp and paper, lumber, and wood panel production. These forest-based employers are seeking trained workforce in business, finance, and investment that have the knowledge and skills in positions ranging from entry-, mid- to higher-level management positions in organizations focused on economic development and conservation, including lending agencies, timber investment management organizations (TIMOs), real estate investment trusts (REITs), forest industries, and land management companies. Due to the complexities of this resource industry, forest businesses require a workforce skilled in both forestry technical skills, business techniques and financial decision-making.

AU's School of Forestry and Wildlife Sciences has an industry advisory board comprised of representatives of leading forestry employers. The advisory board recommended considering such a program, and have indicated interest in sending their employees to this program, if approved. The proposal includes letters of support from the following potential employers, all of which are represented on the advisory board: The Westervelt Company, Resource Management Services (RMS), and Forest Investment Associates (FIA).

The proposed program is designed to prepare graduates for employment in the following occupations as classified within the Standard Occupational Code (SOC) system:

- 1) Financial and Investment Analysts/ Forestry Related (SOC 13-2051)
- 2) Financial Risk Specialists/ Forestry Related (SOC 13-2054)
- 3) Market Research Analysts/ Forestry Related (SOC 13-1161)

**Student Demand:** Student demand for the program can be seen in the enrollments for the Graduate Certificate in Forest Finance and Investment (see table below). Since its inception in 2018, the certificate has enrolled a total of 25 students (8 new students per year on average). Demand is particularly strong from part-time working professionals. Of the 5 that have successfully graduated from the FFI graduate certificate program, 4 of them have done so by completing their Master of Natural Resources (MNR non-thesis option) degree.

Table 1. SFWS student cohorts by semester enrolled in the Forest Finance and Investment (FFI) Graduate Certificate.

Students (FFI)	Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Totals
Applied/Accepted	5	5	5	4	11	3	2	35
Part-Time	4	2	4	3	8	2	0	23
Full-Time	1	0	0	1	0	0	0	2
Completed	2	0	1	2	0	0	0	5

**Resources:** Faculty in the forestry programs at AU will teach the required coursework for the first four years. In the fifth year, AU plans to hire a Professor of Practice in a full-time capacity to serve as both an instructor and coordinator for the MS program. The employee would work directly with School of Forestry and Wildlife Sciences faculty, staff, and administrators, and other academic units on campus to further develop, promote, and nurture the new program. In addition to serving as the primary contact for other SFWS online graduate programs, this position would be a primary instructor for 3-4 graduate level courses and support the advising, recruiting, and marketing needs. Minimum qualifications would be a PhD with at least one degree in forestry, and five years' experience in a business-related aspect of timber management, as well as expertise/experience relating to online education.

Faculty:

Current Primary Faculty:

Full-time: 4 (Forestry)

Part-time: 0

Support Faculty—

Full-time: 13 (Business)

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 1 (Forestry)

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Assistantships: No assistantships will be offered for the proposed program.

Equipment: No new equipment will be required for the proposed program.

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

Library: A member of the Association of Research Libraries, the Auburn University Library is fully staffed, including collections and librarians to support faculty research and educational programs to the doctoral level. Given the interdisciplinary nature of the different aspects within the MS in Forest Business and Investment, current collections are sufficient to support the program.

**Program Budget:** The proposal projected that \$357,939 in estimated new funds will be required to support the program over the first seven years. This includes \$25,000 per year allotted to pay faculty for teaching an overload, and additional funds in years 5-7 to hire one new professor/program coordinator. The program is expected to generate a total of \$1,044,480 through tuition.

**Attachment 3**

Master of Science in Forest Business and Investment  
 Auburn University

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>MS CORE COURES REQUIRED (16/19 hours)</b>		
FORY 7300 Forest Business and Investments Seminar	1	*
FORY 7320 Forest Growth, Silviculture, and Management**	3	
FORY 7350 Forest Statistics	3	*
FORY 7400 Forest Valuation and Economics	3	
FORY 7510 Forest Operations and Wood Supply Chain Mgmt	3	
FORY 7620 Forest Finance, Accounting, and Taxation	3	
BUSI 7110 Financial Analysis	3	
<b>MS ELECTIVES (15/12 hours)</b>		
ACCT 6700 Advanced Business Accounting Law	3	
AGEC 6010 Farm Management	3	
BUSI 7120 Quantitative Analysis for Business Decisions	3	
BUSI 7130 Strategic Analysis and Competitive Environment	3	
BUSI 7150 Operational Excellence Supply Chain Quality Mgmt	3	
BUSI 7230 Cost Analysis and Systems	3	
FINC 7620 Advanced Real Estate Finance	3	
FINC 7640 Advanced Investments	3	
ISMN 6390 Integrating Business Processes with ERP	3	
ISMN 6370 Project Management	3	
SCMN 6500 Supply Chain Planning	3	
SCMN 6600 Inventory and Warehouse Management	3	
SCMN 6720 Quality and Process Improvement	3	
SCMN 7600 Supply Management and Manufacturing	3	
SCMN 7700 Demand Management and Fulfillment	3	
SCMN 7770 Supply Chain Management	3	
SCMN 7800 Supply Chain Strategy	3	
<b>Total Credit Hours for MS in Forest Business Investment</b>	<b>31</b>	

\*\*Students without any background in Forestry will need to take FORY 7320 as part of their degree program requirements. These students thus need 12 electives from the College of Business rather than 15 electives.

DECISION ITEM: H-3

Jacksonville State University, Bachelor of Science in Computer Information Systems (CIP 11.0401 44.0404) – Substantive Modification

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the substantive modification to the BS in Computer Information Systems as a reasonable extension/alteration of an existing program.

Background:

Based on Code of Alabama, 1975, Section 16-5-8 (c) and Alabama Administrative Code, r. 300-2-1-.06, the Commission's "Guidelines for the Review of Extensions and Alterations of Existing Programs" establish the following parameters for "reasonable" extensions and alternations to existing courses of study:

"A reasonable extension or alteration of a unit or program of instruction is defined as a modification of an existing unit or program of instruction that does not change its essential character, integrity, or objectives. Such modifications do not create new units or programs of instruction.... There are two types of reasonable extensions or alterations of a unit or program of instruction: 1) Non-Substantive Change which requires notification to Commission by information item; and 2) Substantive Change which requires Commission approval."

Jacksonville State University (JSU) is proposing to modify the CIP code for its BS in Computer Information Systems from CIP 11.0101, which is shared with the BS in Computer Science, to CIP 11.0401 (Information Science/Studies), which better describes the content of the degree. Consistent with Commission policy, the proposed substantive modification pertains to a program that has already been in existence and does not require any additional funding to deliver in its modified form.

Supporting Documentation:

1. Summary of Proposed Substantive Modification, attached.
2. Curriculum for the Modified Program, attached.
3. JSU Proposal for Substantive Modification, submitted June 11, 2021. Available upon request.
4. Commission "Guidelines for the Review of Extensions and Alterations of Existing Programs," available at <https://ache.edu/Instruction.aspx>.
5. "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.

## Attachment 1

### Summary of Proposed Modification

Bachelor of Science in Computer Information Systems  
Jacksonville State University

**Program Description:** The BS in Computer Information Systems program emphasizes the development and maintenance of business software systems. The Computer Information Systems program includes a choice of three concentrations: Information Assurance, Web Development, and General. Concentrations are offered to prepare students with the in-depth knowledge necessary to allow them to perform as a junior developer/analyst in jobs related to the focus of the concentration.

**Student Learning Outcomes:** Graduates of the BS in Computer Information Systems will demonstrate the following abilities:

1. Analyzing a complex computing problem and applying principles of computing and other relevant disciplines to identify solutions.
2. Designing, implementing, and evaluating a computing-based solution to meet a given set of computing requirements in the context of the program's discipline.
3. Communicating effectively in a variety of professional contexts.
4. Recognizing professional responsibilities and making informed judgments in computing practice based on legal and ethical principles.
5. Functioning effectively as a member or leader of a team engaged in activities appropriate to the program's discipline.
6. Supporting the delivery, use, and management of information systems within an information systems environment.

**Administration:** The program is administered by the College of Science and Mathematics, Dr. Timothy Lindblom, Dean; and the Department of Mathematical, Computing, and Information Sciences, Dr. Jan Case, Chair.

**Accreditation:** The BS in Computer Information Systems maintains specialized accreditation through the Computing Accreditation Committee of the Accreditation Board for Engineering and Technology (ABET).

**Similar Programs:** The following institutions offer related programs at the same level:

- Alabama State University, BS in Computer Information Systems (CIP 11.0401)
- Auburn University at Montgomery, BSBA in Information Systems (CIP 11.0103)
- University of Montevallo, BS in Computer Informatics (CIP 11.0104)
- University of South Alabama, BSIS in Information Systems (CIP 11.0401)

In addition, the following institutions offer a bachelor's degree in Computer Science (CIP 11.0101 or 11.0701): Alabama A&M University, Athens State University, Auburn University, Troy University, University of Alabama, University of Alabama at Birmingham, University of Alabama in Huntsville, University of Montevallo, University of North Alabama, and University of South Alabama.

**Public Review:** This item was posted on the Commission's public forum from July 14, 2021 to August 11, 2021 (twenty days). No comments were received.

**Relationship to Existing Coursework:** JSU's BS in Computer Information Systems is currently listed under CIP 11.0101, which it shares with the BS in Computer Science. Both degrees are designed for students interested in a computer science-related career, but who want different types of careers within that general field. JSU's BS in Computer Science focuses on programming, networking, and digital security, and it is very technical in nature and by design. The BS in Computer Information Systems is designed to share the technical foundations of computer science, but it diverges in upper-level coursework with its focus on management, human/computer interactions, and application of computer science. In the workplace, BS in Computer Science graduates would be expected to build databases, software, and hardware, while BS in Computer Information Systems graduates would ensure that non-technical staff have the tools and resources to access and understand systems created by computer scientists. In addition to its undergraduate programs, JSU also offers an MS in Computer Systems and Software Design (CIP 11.0101), with two concentrations: General and Information Assurance.

**Mode of Delivery:** Program coursework will be delivered in-person, though select courses may be offered online.

**Curriculum:**

Program Completion Requirements:	
Credit hours required in program core	42
Credit hours in institutional general education or core curriculum	41-44
Credit hours required in support courses	15
Credit hours in concentration	12
Credit hours in electives	7-10
<b>Total credit hours required for completion</b>	<b>120</b>

The program has three concentration areas requiring 12 credit hours of specialized coursework: Information Assurance, Web Development, and General. No new courses will be developed.

**Work-Based Learning:** While students majoring in Computer Information Sciences are not required to complete any work-based activities, students are encouraged to engage in such experiences, and JSU offers academic credit for approved work-based activities via an elective course, CS 499 Special Topics.

**Faculty:**

Current Primary Faculty:  
Full-time: 2  
Part-time: 1  
Support Faculty—  
Full-time: 8  
Part-time: 2

**Resources:** No additional resources are needed to support this program in its modified form.

**Evidence of Program Performance:**

Enrollment and Completions:

Academic Year	Total Headcount	Total Graduates
2020-21	101	18
2019-20	129	30
2018-19	133	19
2017-18	141	17
TOTAL	--	84
AVERAGE	126/year	21/year

**Attachment 2**

**Curriculum for the Modified Program**

Bachelor of Science in Computer Information Systems  
 Jacksonville State University

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>• If New Course</b>
<b>Program Courses</b>	<b>42 hours</b>	<b>•</b>
CS 230 Fundamentals of Computing	3	
CS 231 Computer Programming I	3	
CS 232 Computer Programing II	3	
CS 304 Technical Writing for Computer Science	3	
CS 309 Introduction to e-Commerce	3	
CS 310 Software Engineering I	3	
CS 311 Management Information Systems	3	
CS 333 Computer Organization and Architecture	3	
CS 350 Fundamentals of Computer Operating Systems	3	
CS 370 COBOL for Information Systems	3	
CS 450 Computer Networking	3	
CS 462 Ethics and Legal Issues	3	
CS 488 Database Systems	3	
CS 491 Software Engineering II	3	
<b>Support Courses</b>	<b>15 hours</b>	
ACC 200 Principles of Accounting I	3	
CS 201 Intro to Info Tech	3	
MGT 301 Principles of Management	3	
MKT 301 Principles of Marketing	3	
MS 302 Applied Probability and Statistics	3	

<b>General Ed Courses</b>	<b>41-44*</b>	
EH 101 English Composition I	3	
EH 102 English Composition II	3	
At least 1 Literature: EH 201, 202, 203, 204, 219, 220, 231, 232 (Sequence required in either literature or history)	3	
At least 1 Fine Arts: ART 202 Art Appreciation, DR 242 Introduction to Theatre, MU 233 Introduction to Music, FL 101 Foreign Language	3	
EH 141 Speech	3	
1 Addt. Humanities/Fine Arts	3	
At least History: HY 101, 102, 201, 202 (Sequence required in either literature or history)	3	
EC 201 Principles of Microeconomics	3	
PSY 201	3	
1 Addt. History/Social Science	3	
Science and Lab from BY 101/103 & 102/104 or GL 241/243 & GL 242/244 or CY 105/107 & CY 106/108 or GY 250 /252 or GY 251/253 or PHS 201/203 & PHS 202/204 or PHS 211/213 & PHYS 212/214	8 or 10	
MS 120 Calculus and Its Applications or MS 125 Calculus	3 or 4	

<b>Electives* and Concentration Hours</b>	<b>19-22 hours</b>	
Electives	7-10	
Concentration Classes	12	
<i>Information Assurance</i>		
CS 307 (3)		
CS 308 (3)		
CS 470 (3)		
Choose one: (3)		
CS 412, 425, or 461		
<i>Web Development</i>		
CS 315 (3)		
CS 325 (3)		
CS 415 (3)		
CS 425 (3)		
<i>General</i>		
CS 300+ (by advisement)		
CS 400+ (by advisement)		

\*Total hours in General Education may vary due to Science and Math choices, which may then alter the total elective hours.

DECISION ITEM: H-4a

University of Alabama, Bachelor of Fine Arts in Graphic Design (CIP 50.0401)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Bachelor of Fine Arts (BFA) in Graphic Design.

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

**Implementation Date:** The proposed program will be implemented in Fall 2022. Based on Commission policy, the proposed program must be implemented by September 13, 2024, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

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

**Post-Implementation Conditions:**

1. That the annual average new enrollment headcount beginning in 2023-24 will be at least 21, based on the proposal.
2. That the annual average number of graduates for the period 2024-25 through 2028-29 (five-year average) will be 7.5, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).
3. That the existing BFA/BA in Studio Art (CIP 50.0702) continue to maintain viability in accordance with the Code of Alabama 16-5-8(a)(2).
4. 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.

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, 2029.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. UA currently offers coursework in graphic design within its existing BFA in Studio Art program (CIP 50.0702), with a concentration in digital media. The proposed program will elevate the concentration to a standalone BFA and will not require any additional resources to implement.
2. While a number of Alabama institutions offer coursework and/or concentration areas in graphic design, only one other institution offers a standalone degree in graphic design.
3. The 2021 Statewide In-Demand Occupations List includes graphic designers (SOC 17-1024) among the top in-demand occupations for the Arts/AV industry cluster.
4. As part of the work based learning and collaborative training, the program will continue to partner with local businesses and non-profit organizations throughout Alabama and the region to enhance their branding efforts with strategic design applications.

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 proposal, dated April 9, 2021. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
<i>INSTITUTION: University of Alabama</i>								
<i>PROGRAM: Bachelor of Fine Arts in Graphic Design (CIP 50.0401)</i>								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$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>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$0	\$410,300	\$820,600	\$1,271,930	\$1,312,960	\$1,333,475	\$1,395,020	\$6,544,285
<b>TOTAL</b>	<b>\$0</b>	<b>\$410,300</b>	<b>\$820,600</b>	<b>\$1,271,930</b>	<b>\$1,312,960</b>	<b>\$1,333,475</b>	<b>\$1,395,020</b>	<b>\$6,544,285</b>
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	20	40	62	64	67	68	53.5
PART-TIME HEADCOUNT	Year 1 - No data reporting required	2	2	2	2	2	2	2
TOTAL HEADCOUNT	Year 1 - No data reporting required	22	42	64	66	69	70	55.5
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	20	20	22	22	23	23	21.6
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	12	15	17	19	20	16.6

## Attachment 2

### Summary of Background Information

Bachelor of Fine Arts in Graphic Design  
University of Alabama

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

**Program Description:** Offered by the Department of Art and Art History, the proposed BFA program in Graphic Arts is intended to provide professional training to prepare graduates for immediate entry into the field of graphic design. Potential employment areas include, but are not limited to, graphic design, art direction, creative direction, motion graphics, brand and visual identity, package design, user interface/user experience design and publication design, depending on the coursework chosen by the student. These areas of employment are held regionally and nationally at design houses, branding firms, marketing agencies, advertising agencies, publishers, production studios, government institutions and in-house offices for commercial businesses and companies, among many others. Graduates will have a mastery of the skills to create visual responses to the design challenges of the contemporary world.

**Student Learning Outcomes:** Learning outcomes of the BFA in Graphic Design include the following abilities:

1. Effectively design projects using typography, images, diagrams, motion, sequencing, color, and other such elements.
2. Demonstrate ability to incorporate research and findings regarding people and contexts into graphic design decision-making.
3. Use collaborative skills and the ability to work effectively in interdisciplinary or multidisciplinary teams to solve complex problems.
4. Create designs for an array of printed and digital applications with available technology.
5. Exhibit the necessary proficiencies to seek employment through means such as networking, interviews, websites, resumes, and portfolios.
6. Have the necessary skills to enter graduate programs in graphic design.

**Administration:** The program will be administered by the College of Arts and Sciences, Dr. Joseph Messina, Dean; and the Department of Art and Art History, Dr. Jason Guynes, Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Council of University Chief Academic Officers (CUCAO). Five institutions submitted responses to the proposed program, with three supporting the proposed program as is, and two citing concerns around program duplication and potential over-saturation of the job market. These concerns have been addressed below in the relevant sections.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** Within ACHE's Academic Program Inventory, Auburn University offers a BFA in Graphic Design at the same CIP (50.0401). In addition, several other institutions offer graphic design as a concentration or track within fine arts or studio arts programs:

- Alabama State University, BA in Art with concentration in Graphic Design (CIP 50.0701)
- Jacksonville State University, BFA in Art with concentration in Graphic Design (CIP 50.0701)
- Troy University, BFA in Fine Arts with concentration in Graphic Design (CIP 50.0701)
- University of Alabama at Birmingham, BFA in Art with studio sequence in Graphic Design (50.0701)
- University of Alabama in Huntsville, BFA in Art with concentration in Graphic Design (CIP 50.0701)
- University of North Alabama, BFA in Art with concentration in Digital Media (CIP 50.0701)

Respondents from peer institutions noted that graphic design is commonly taught as a concentration within an existing BFA program and expressed concern about potential duplication. Since UA currently offers extensive graphic design coursework as part of its BFA in Studio Art (noted below), the potential impact of program approval seems low. Furthermore, the statewide demand for graphic designers seems to justify maintaining a number of graphic design options across Alabama's public institutions.

**Relationship to Existing Coursework:** UA's proposed BFA in Graphic Design will extend existing coursework that was developed to support departmental programs in studio art. Graphic design courses are currently taken by students pursuing the BFA in Studio Art (CIP 50.0702) with a concentration in Digital Media, as well as by students in the BA in Studio Art (CIP 50.0702). The concentration in Digital Media has two tracks: graphic design and digital arts, and the proposed program will elevate the graphic design track to a standalone degree program. The digital art track will continue to be offered as part of the BFA in Studio Art.

**Collaboration:** The department will continue to collaborate with graphic design programs at other state institutions on portfolio reviews, visiting artist events, and other program related activities.

**Admissions:** Admission to the program will be based on a portfolio review. Portfolios will be comprised of work from foundation studio art courses and ART 214: Introduction to Graphic Design. Reviews will typically take place during the sophomore year.

**Mode of Delivery:** All art programs at UA make some use of distance technology in the delivery of educational materials; however, this program will primarily rely on direct student-teacher interaction in a typical classroom environment.

**Curriculum:** UA does not need to develop new courses to deliver this program.

Program Completion Requirements:	
Credit hours required in program courses	30
Credit hours in general education or core curriculum	47
Credit hours required in support courses	33
Credit hours in required or free electives	12
Credit hours in required research	N/A
<b>Total credit hours required for completion</b>	<b>122</b>

Full-time students will be able to complete the program in 8 semesters and part-time students in 12.

**Work-Based Learning:** Courses utilizing experiential learning are not specifically required by the curriculum of this program. Students are encouraged to take ART 415: Graphic Design Internship (6 hours of the graphic design electives). This course provides students with a valuable opportunity to gain firsthand experience working with creative professionals in the industry.

**Accreditation:** All programs within UA's Department of Art and Art History are accredited by the National Association of Schools of Art and Design (NASAD). If the proposed program is approved, it will be submitted to NASAD to be added to UA's listing of approved programs under their accreditation standards.

**Professional Licensure:** This program is not designed to meet educational requirements licensures and/or certification for entry-level employment.

**Industry Need:** The proposed BFA is designed to prepare graduates for employment in the following occupations:

- 1) Graphic Designers (SOC 27-1024, included on the 2021 Statewide In-Demand Occupations List)
- 2) Art Directors (SOC 27-1011)

The program will graduate students with the critical thinking skills, technical fluency, and understanding of design standards needed to perform at a professional level. Alabama's growing economy will continue to need graphic designers to design all of the brand touchpoints that companies use to interact with new and existing customers. Alabama's 2021 In-Demand Occupations List projects 265 annual openings for graphic designers across the state.

In addition to the economic impact for the state, the BFA will continue to collaborate with nonprofit organizations throughout West Alabama. These collaborations, through in-class projects and internships, have supplied many of these organizations with design expertise that has historically been out of reach due to a lack of funds. Many of these nonprofits serve the public good through sponsored programs, resources, and events.

**Student Demand:** In 2020-2021 there were 354 students enrolled in coursework in graphic design, and 67 students were enrolled in the digital media concentration. The department distributed a survey of student interest to students enrolled in departmental courses in spring 2020 and received 95 responses that showed a strong interest in the proposed program. Of those respondents, 96.84% (92 students) stated that they approved of UA adding a BFA in Graphic Design program. When asked about potential for enrolling, 89.47% (85 students) responded that they would be very interested or somewhat interested in pursuing the degree.

#### **Resources:**

##### Faculty:

Current Primary Faculty:

Full-time: 6

Part-time: 0

Support Faculty—

Full-time: 2

Part-time: 2

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Assistantships: No assistantships will be offered for the proposed program.

Equipment: No new equipment will be required for the proposed program.

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

Library: The University of Alabama provides extensive library and learning resources 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 fine arts community on campus, including the Department of Art and Art History. The UA Libraries operate under the direction of the Dean of University Libraries, Dr. Donald Gilstrap, and are comprised of the Amelia Gayle Gorgas Library and four branch libraries. As the main library on campus, Gorgas Library is centrally located and specializes in providing resources and services for the humanities, arts, and social sciences. In addition to over 3.7 million volumes available at the main and branch libraries, the collection includes large digital repositories of online journals, databases, e-books and streaming video that supplement physical offerings. The types of materials needed to support a program in Graphic Design are multidisciplinary, cutting across multiple areas where the UA Libraries have developed collections.

**Program Budget:** The proposal projected that no new funds will be required to support the program over the first seven years. The program is expected to generate a total of \$6,544,285 through tuition.

**Attachment 3**

Bachelor of Fine Arts (BFA) in Graphic Design  
 University of Alabama

Course Number and Title	Number of Credit Hours	* If New Course
General Education Courses:		
EN 101 and 102 English Composition	6	
Two foreign language courses	6	
History and Social/Behavioral Sciences courses	12	
Courses in Fine Arts, Literature, Humanities	12	
Mathematics and Natural Sciences	11	
BFA Core Courses:		
ART 110 Drawing I	3	
ART 130 Two-Dimensional Design	3	
ART 131 Three-Dimensional Design	3	
ART 210 Drawing II	3	
ART 302 Color Theory and Application	3	
ART 218 Intro to Digital Photography	3	
ART 200-400 Art Studio Electives	12	
ARH 252 Survey of Art I	3	
ARH 253 Survey of Art II	3	
ARH 300-400 Art History Electives	9	

BFA Graphic Design Courses:		
ART 214 Introduction to Graphic Design	3	
ART 314 Typography	3	
ART 315 Digital Layout and Production	3	
ART 334 Branding and Identity Systems	3	
ART 335 Publication Design	3	
ART 414 Graphic Design Portfolio	3	
ART 300-400 Graphic Design Electives	6	
ART 499 Senior Thesis	6	
Total Hours	122	

DECISION ITEM: H-4b

University of Alabama, Master of Arts in Interdisciplinary Studies (CIP 30.0000)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Arts (MA) in Interdisciplinary Studies.

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

**Implementation Date:** The proposed program will be implemented in Fall 2022. Based on Commission policy, the proposed program must be implemented by September 13, 2024, 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 2023-24 will be at least 11, based on the proposal.
2. That the annual average number of graduates for the period 2024-25 through 2028-29 (five-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 doctoral 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, 2029.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed MA in Interdisciplinary Studies will allow students to blend distinct areas of expertise needed to compete for and advance within contemporary careers. The program is designed to attract part-time students, particularly working professionals who may be looking to upskill.
2. The option of stacking graduate certificates into a master's degree may appeal to new populations who may otherwise not seek post-baccalaureate educational opportunities. This aim aligns with regional and state workforce development goals.
3. The proposed program offers flexibility within UA's existing graduate offerings and will not require any additional resources to deliver.

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 7, 2021. 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 Alabama</b>								
<b>PROGRAM: MA in Interdisciplinary Studies (CIP 30.0000)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$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>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$22,140	\$33,210	\$98,838	\$150,036	\$215,520	\$269,108	\$306,883	\$1,095,735
<b>TOTAL</b>	<b>\$22,140</b>	<b>\$33,210</b>	<b>\$98,838</b>	<b>\$150,036</b>	<b>\$215,520</b>	<b>\$269,108</b>	<b>\$306,883</b>	<b>\$1,095,735</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	1	3	4	4	3
PART-TIME HEADCOUNT	Year 1 - No data reporting required	6	17	24	30	37	41	26
TOTAL HEADCOUNT	Year 1 - No data reporting required	6	17	25	33	41	45	28
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	5	8	11	12	14	14	11
<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>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	3	4	6	10	16	7.8

## Attachment 2

### Summary of Background Information

Master of Arts in Interdisciplinary Studies  
University of Alabama

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

**Program Description:** The MA in Interdisciplinary Studies will allow students the opportunity to focus their advanced studies around a particular area of expertise, combining elements from different academic specializations. A primary aim of the interdisciplinary master's program is to allow students to engage in graduate-level coursework that can be customized for their professional goals, including advanced training in cross-disciplinary or emerging fields. The program may also be attractive to those who wish to deepen or broaden their knowledge in areas essential to an educated citizenry, such as the pursuit of advanced studies in the humanities and social sciences. One of two proposed interdisciplinary master's programs (MA and MS), the MA will apply to courses of study that are primarily drawn from current MA disciplines, while the MS will apply to courses of study that are primarily drawn from current MS disciplines, as determined by the student's faculty advisory committee in conjunction with the UA Graduate School.

**Student Learning Outcomes:** Due to the interdisciplinary nature of this program, graduates must meet all of the student learning outcomes associated with the particular subject matter identified in their Plan of Study in addition to the following broader outcomes.

For the master's degree, graduates will be able to:

1. Access and critically examine multiple sources of information in formulating a response to particular problems or questions.
2. Demonstrate communication skills relevant to their disciplinary foci, at a level appropriate to a master's degree.
3. Demonstrate competence in the processes of inquiry, at a level appropriate to a master's degree.
4. Demonstrate their ability (thesis track only) to articulate and address a research question, utilizing appropriate methodologies.
5. Demonstrate their acquisition (non-thesis/capstone track only) of leadership and problem-solving skills relevant to their professional field.

**Administration:** The program will be administered by the UA Graduate School, Dr. Susan Carvalho, Dean. Based on their individual focus around 2-3 existing graduate programs at UA, students will identify two faculty members, each from a different degree program, to serve as co-directors; a third faculty member will be identified during the course of study. The leadership team of the Graduate School (the dean, associate deans, and graduate registrar) will review and approve the curricular design.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). The proposed program has been discussed at ACGD meetings, and two institutions submitted responses indicating support.

**Similar Programs:** Similar master's-level programs exist at the University of Alabama at Birmingham, an MA and MS in Interdisciplinary Graduate Studies (CIP 30.9999), but specific course offerings would differ from those at UA, reflecting the different academic strengths and specializations at each institution. Other related master's-level programs exist at Auburn University at Montgomery (Master of Liberal Arts, CIP

24.0101), Jacksonville State University (Master of Arts in Integrated Studies, CIP 24.0101), and the University of North Alabama (Master of Professional Studies, CIP 30.0000).

**Relationship to Other Offerings:** The MA program is closely related to the proposed Master of Science in Interdisciplinary Studies, which is also under review by the Commission. This program will be designed in a framework similar to the existing BA/BS in Interdisciplinary Studies (CIP 30.0000) in New College in the College of Arts and Sciences and the Interdisciplinary PhD (CIP 30.0000) in UA's Graduate School.

**Collaboration:** UA is open to collaborating with other interdisciplinary master's and graduate certificate programs across the State, especially in areas where their distinct specializations can be combined to produce a specific skillset needed by employers or lifelong learners. As discussed by the ACGD, many of Alabama's graduate institutions are considering developing "vessel degree" options that will allow stacking of graduate certificate coursework across institutions.

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

**Admissions:** All admitted students must hold a bachelor's degree upon enrollment, or must be enrolled in an approved accelerated master's program.

**Mode of Delivery:** The Plan of Study developed by each student will indicate the delivery modality of each course. It is anticipated that some will be delivered via distance technology, some will be pursued as independent-study guided courses, and some may be face-to-face or laboratory-based courses.

**Curriculum:** Students will form a faculty advisory committee with representation from the 2-3 disciplines involved in their Plan of Study (POS), and will present a POS that outlines the specific courses that can lead toward the stated goals, which option the student will pursue (thesis or capstone project), and what that final product will involve. The Graduate School will approve both the advisory committee and POS prior to a student's admission. As the student progresses, the initial Plan of Study may be amended (with appropriate approvals) due to factors such as the availability of courses, the creation of new courses that address the objectives, or a refinement of the student's initial goals. In addition, students will be informed that this program is not an option for them if UA has an existing discipline-specific degree program that meets their professional goals.

Students may also complete the interdisciplinary master's through a "vessel degree" approach, similar to the structure of UAB's interdisciplinary master's programs. After completing 2 or 3 graduate certificates, students may apply to the interdisciplinary master's program in order to "stack" these credentials toward a master's degree.

**Program Completion Requirements:**

Credit hours required in program courses:	24-27
Credit hours required in support courses:	0
Credit hours in required electives:	0
Credit hours in required research:	3-6
<b>Total credit hours:</b>	<b>30-33</b>

Students who opt to pursue the capstone project option may enroll in credit-bearing or non-credit-bearing internships or practicums (IDGR 598). These work-based learning activities may be, but are not required to be, related to their current field of employment. The internship or practicum would provide the real-world data and experience for the research and defense of the capstone project. Full-time students will be able to complete the program in 1-2 years, while part-time students will need 3-5 years.

**Industry Need:** According to a 2018 study by the *Chronicle of Higher Education*, the State of Alabama is 34<sup>th</sup> among the 50 states in terms of the percentage of the population holding a master's degree. Yet, expanding the number of master's-degree holders is becoming increasingly important to sustain and accelerate statewide economic development. Additionally, employers express that they seek employees who remain productive and motivated when market forces and new technologies require creative problem-solving and strong communication skills. The MA program is designed to allow learners to gain

diverse competencies and earn a graduate degree with flexibility to meet the demands of their contemporary career paths.

**Student Demand:** As part of the process of developing the Interdisciplinary Studies MA, UA conducted a survey of all enrolled sophomores and juniors in Fall 2020 to assess their potential interest in pursuing such a program after earning their bachelor's degrees. A total of 12,743 students were invited to read a brief description of the program and indicate their potential interest. Responses were received from 1,280 students (10%). Of those respondents, 887 (69.3%) said that they would be interested and 327 (25.6%) said that they might be interested. In addition, many students indicated their eagerness to pursue such an opportunity, or suggested potential fields that could be addressed through an interdisciplinary master's.

Additionally, during January 2021, an anonymized survey was distributed to 65 department chairs and associate deans, and 54 responses were received (83%). Of those, 39 (72%) indicated that the interdisciplinary master's program would offer benefit to students, UA, and/or the State of Alabama. These results, along with discursive comments and the discussion among the Council of Deans, indicate that the Interdisciplinary Studies MA will have broad campus participation, and students will have a wide range of disciplines from which to construct their proposed Plans of Study.

**Resources:**

Faculty:

Current Primary Faculty—

Full-time: N/A

Part-time: N/A

Support Faculty—

Full-time: N/A

Part-time: N/A

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: N/A

Part-time: N/A

Support Faculty—

Full-time: N/A

Part-time: N/A

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

Equipment: There will be no need for new equipment.

Staff: Existing staff within the Graduate School will be sufficient to manage the program during at least the first seven years of its operation. At some future date beyond that point, a staff position may be required to manage the program.

Facilities: There will be no need for new facilities.

Library: UA's library collections are able to support the programs that will comprise the interdisciplinary curriculum.

**Program Budget:** The proposal projected that no new funds will be required to support the program over the first seven years. Because the MS in Interdisciplinary Studies will build on the expertise, faculty, equipment, coursework, library resources, and areas of emphasis already in place at UA, the institution does not anticipate any need for additional program funds. Over time, if particular areas of focus have significant enrollment increases, resources may be required, and it is anticipated that tuition revenue will suffice to address these needs. The program is expected to generate a total of **\$ 1,095,735** through tuition during the initial seven years.

**Attachment 3**

**Curriculum**  
 Master of Arts in Interdisciplinary Studies  
 University of Alabama

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
Coursework listed in the Plan of Study and approved by the student's faculty advisory committee and Graduate School	24-27	
Research Methods course (for Thesis Option students only - may carry one of many course numbers, depending on the home department of one of the faculty co-supervisors)	3	
IDGR 598 (Capstone Project, 3-6 credits) <b>OR</b> IDGR 599 (Thesis Research, 6 credits)	3-6 credits	*
<b>Total Program Hours:</b>	<b>30-33</b>	

DECISION ITEM: H-4c

University of Alabama, Master of Science in Interdisciplinary Studies (CIP 30.0000)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Science (MS) in Interdisciplinary Studies.

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

**Implementation Date:** The proposed program will be implemented in Fall 2022. Based on Commission policy, the proposed program must be implemented by September 13, 2024, 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 2023-24 will be at least 11, based on the proposal.
2. That the annual average number of graduates for the period 2024-25 through 2028-29 (five-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 doctoral 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, 2029.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed MS in Interdisciplinary Studies will allow students to blend distinct areas of expertise needed to compete for and advance within contemporary careers. The program is designed to attract part-time students, particularly working professionals who may be looking to upskill.
2. The option of stacking graduate certificates into a master's degree may appeal to new populations who may otherwise not seek post-baccalaureate educational opportunities. This aim aligns with regional and state workforce development goals.
3. The proposed program offers flexibility within UA's existing graduate offerings and will not require any additional resources to deliver.

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 7, 2021. 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 Alabama</b>								
<b>PROGRAM: MS in Interdisciplinary Studies (CIP 30.0000)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$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>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$22,140	\$33,210	\$98,838	\$150,036	\$215,520	\$269,108	\$306,883	\$1,095,735
<b>TOTAL</b>	<b>\$22,140</b>	<b>\$33,210</b>	<b>\$98,838</b>	<b>\$150,036</b>	<b>\$215,520</b>	<b>\$269,108</b>	<b>\$306,883</b>	<b>\$1,095,735</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	1	3	4	4	3
PART-TIME HEADCOUNT	Year 1 - No data reporting required	6	17	24	30	37	41	26
TOTAL HEADCOUNT	Year 1 - No data reporting required	6	17	25	33	41	45	28
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	5	8	11	12	14	14	11
<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>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	3	4	6	10	16	7.8

## Attachment 2

### Summary of Background Information

Master of Science in Interdisciplinary Studies  
University of Alabama

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

**Program Description:** The MS in Interdisciplinary Studies will allow students the opportunity to focus their advanced studies around a particular area of expertise, combining elements from different academic specializations. A primary aim of the interdisciplinary master's program is to allow students to engage in graduate-level coursework that can be customized for their professional goals, including advanced training in cross-disciplinary or emerging fields. The program may also be attractive to those who wish to deepen or broaden their knowledge in areas essential to an educated citizenry, such as the pursuit of advanced studies in the humanities and social sciences. One of two proposed interdisciplinary master's programs (MA and MS), the MS will apply to courses of study that are primarily drawn from current MS disciplines, while the MA will apply to courses of study that are primarily drawn from current MA disciplines, as determined by the student's faculty advisory committee in conjunction with the UA Graduate School.

**Student Learning Outcomes:** Due to the interdisciplinary nature of this program, graduates must meet all of the student learning outcomes associated with the particular subject matter identified in their Plan of Study in addition to the following broader outcomes.

For the master's degree, graduates will be able to:

1. Access and critically examine multiple sources of information in formulating a response to particular problems or questions.
2. Demonstrate communication skills relevant to their disciplinary foci, at a level appropriate to a master's degree.
3. Demonstrate competence in the processes of inquiry, at a level appropriate to a master's degree.
4. Demonstrate their ability (thesis track only) to articulate and address a research question, utilizing appropriate methodologies.
5. Demonstrate their acquisition (non-thesis/capstone track only) of leadership and problem-solving skills relevant to their professional field.

**Administration:** The program will be administered by the UA Graduate School, Dr. Susan Carvalho, Dean. Based on their individual focus around 2-3 existing graduate programs at UA, students will identify two faculty members, each from a different degree program, to serve as co-directors; a third faculty member will be identified during the course of study. The leadership team of the Graduate School (the dean, associate deans, and graduate registrar) will review and approve the curricular design.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). The proposed program has been discussed at ACGD meetings, and two institutions submitted responses indicating support.

**Similar Programs:** Similar master's-level programs exist at the University of Alabama at Birmingham, an MA and MS in Interdisciplinary Graduate Studies (CIP 30.9999), but specific course offerings would differ from those at UA, reflecting the different academic strengths and specializations at each institution. Other related master's-level programs exist at Auburn University at Montgomery (Master of Liberal Arts, CIP

24.0101), Jacksonville State University (Master of Arts in Integrated Studies, CIP 24.0101), and the University of North Alabama (Master of Professional Studies, CIP 30.0000).

**Relationship to Other Offerings:** The MS program is closely related to the proposed Master of Arts in Interdisciplinary Studies, which is also under review by the Commission. This program will be designed in a framework similar to the existing BA/BS in Interdisciplinary Studies (CIP 30.0000) in New College in the College of Arts and Sciences and the Interdisciplinary PhD (CIP 30.0000) in UA's Graduate School.

**Collaboration:** UA is open to collaborating with other interdisciplinary master's and graduate certificate programs across the State, especially in areas where their distinct specializations can be combined to produce a specific skillset needed by employers or lifelong learners. As discussed by the ACGD, many of Alabama's graduate institutions are considering developing "vessel degree" options that will allow stacking of graduate certificate coursework across institutions.

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

**Admissions:** All admitted students must hold a bachelor's degree upon enrollment, or must be enrolled in an approved accelerated master's program.

**Mode of Delivery:** The Plan of Study developed by each student will indicate the delivery modality of each course. It is anticipated that some will be delivered via distance technology, some will be pursued as independent-study guided courses, and some may be face-to-face or laboratory-based courses.

**Curriculum:** Students will form a faculty advisory committee with representation from the 2-3 disciplines involved in their Plan of Study (POS), and will present a POS that outlines the specific courses that can lead toward the stated goals, which option the student will pursue (thesis or capstone project), and what that final product will involve. The Graduate School will approve both the advisory committee and POS prior to a student's admission. As the student progresses, the initial Plan of Study may be amended (with appropriate approvals) due to factors such as the availability of courses, the creation of new courses that address the objectives, or a refinement of the student's initial goals. In addition, students will be informed that this program is not an option for them if UA has an existing discipline-specific degree program that meets their professional goals.

Students may also complete the interdisciplinary master's through a "vessel degree" approach, similar to the structure of UAB's interdisciplinary master's programs. After completing 2 or 3 graduate certificates, students may apply to the interdisciplinary master's program in order to "stack" these credentials toward a master's degree.

**Program Completion Requirements:**

Credit hours required in program courses:	24-27
Credit hours required in support courses:	0
Credit hours in required electives:	0
Credit hours in required research:	3-6
<b>Total credit hours:</b>	<b>30-33</b>

Students who opt to pursue the capstone project option may enroll in credit-bearing or non-credit-bearing internships or practicums (IDGR 598). These work-based learning activities may be, but are not required to be, related to their current field of employment. The internship or practicum would provide the real-world data and experience for the research and defense of the capstone project. Full-time students will be able to complete the program in 1-2 years, while part-time students will need 3-5 years.

**Industry Need:** According to a 2018 study by the *Chronicle of Higher Education*, the State of Alabama is 34<sup>th</sup> among the 50 states in terms of the percentage of the population holding a master's degree. Yet, expanding the number of master's-degree holders is becoming increasingly important to sustain and accelerate statewide economic development, especially in STEM fields. Additionally, employers express that they seek employees who remain productive and motivated when market forces and new technologies require creative problem-solving and strong communication skills. The MS program is

designed to allow learners to gain diverse competencies and earn a graduate degree with flexibility to meet the demands of their contemporary career paths.

**Student Demand:** As part of the process of developing the Interdisciplinary Studies MS, UA conducted a survey of all enrolled sophomores and juniors in Fall 2020 to assess their potential interest in pursuing such a program after earning their bachelor's degrees. A total of 12,743 students were invited to read a brief description of the program and indicate their potential interest. Responses were received from 1,280 students (10%). Of those respondents, 887 (69.3%) said that they would be interested and 327 (25.6%) said that they might be interested. In addition, many students indicated their eagerness to pursue such an opportunity, or suggested potential fields that could be addressed through an interdisciplinary master's.

Additionally, during January 2021, an anonymized survey was distributed to 65 department chairs and associate deans, and 54 responses were received (83%). Of those, 39 (72%) indicated that the interdisciplinary master's program would offer benefit to students, UA, and/or the State of Alabama. These results, along with discursive comments and the discussion among the Council of Deans, indicate that the Interdisciplinary Studies MS will have broad campus participation, and students will have a wide range of disciplines from which to construct their proposed Plans of Study.

**Resources:**

Faculty:

Current Primary Faculty—

Full-time: N/A

Part-time: N/A

Support Faculty—

Full-time: N/A

Part-time: N/A

Additional Faculty to Be Hired:

Primary Faculty—

Full-time: N/A

Part-time: N/A

Support Faculty—

Full-time: N/A

Part-time: N/A

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

Equipment: There will be no need for new equipment.

Staff: Existing staff within the Graduate School will be sufficient to manage the program during at least the first seven years of its operation. At some future date beyond that point, a staff position may be required to manage the program.

Facilities: There will be no need for new facilities.

Library: UA's library collections are able to support the programs that will comprise the interdisciplinary curriculum.

**Program Budget:** The proposal projected that no new funds will be required to support the program over the first seven years. Because the MS in Interdisciplinary Studies will build on the expertise, faculty, equipment, coursework, library resources, and areas of emphasis already in place at UA, the institution does not anticipate any need for additional program funds. Over time, if particular areas of focus have significant enrollment increases, resources may be required, and it is anticipated that tuition revenue will suffice to address these needs. The program is expected to generate a total of **\$ 1,095,735** through tuition during the initial seven years.

**Attachment 3**

**Curriculum**

Master of Science in Interdisciplinary Studies  
 University of Alabama

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
Coursework listed in the Plan of Study and approved by the student's faculty advisory committee and Graduate School	24-27	
Research Methods course (for Thesis Option students only - may carry one of many course numbers, depending on the home department of one of the faculty co-supervisors)	3	
IDGR 598 (Capstone Project" 3-6 credits) <b>OR</b> IDGR 599 (Thesis Research, 6 credits)	3-6 credits	*
<b>Total Program Hours:</b>	<b>30-33</b>	

DECISION ITEM: H-4d

University of Alabama, Bachelor of Science in General Business (CIP 52.0101 52-0204) – Substantive Modification

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the substantive modification to the BS in General Business as a reasonable extension/alteration of an existing program.

Background:

Based on Code of Alabama, 1975, Section 16-5-8 (c) and Alabama Administrative Code, r. 300-2-1-.06, the Commission's "Guidelines for the Review of Extensions and Alterations of Existing Programs" establish the following parameters for "reasonable" extensions and alternations to existing courses of study:

"A reasonable extension or alteration of a unit or program of instruction is defined as a modification of an existing unit or program of instruction that does not change its essential character, integrity, or objectives. Such modifications do not create new units or programs of instruction.... There are two types of reasonable extensions or alterations of a unit or program of instruction: 1) Non-Substantive Change which requires notification to Commission by information item; and 2) Substantive Change which requires Commission approval."

The University of Alabama (UA) is proposing to modify the CIP code for its BS in General Business from CIP 52.0201, which is shared with the BS in Management, to CIP 52.0101 (Business/Commerce, General), which better describes the content of the degree. Consistent with Commission policy, the proposed substantive modification pertains to a program that has already been in existence and does not require any additional funding to deliver in its modified form.

Supporting Documentation:

1. Summary of Proposed Substantive Modification, attached.
2. Curriculum for the Modified Program, attached.
3. UA Proposal for Substantive Modification, submitted April 9, 2021. Available upon request.
4. Commission "Guidelines for the Review of Extensions and Alterations of Existing Programs," available at <https://ache.edu/Instruction.aspx>.
5. "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.

## Attachment 1

### Summary of Proposed Modification

Bachelor of Science in General Business  
University of Alabama

**Program Description:** The BS in General Business program is designed for students desiring an extensive understanding of business that spans all facets of the business enterprise, providing them with a broad philosophical and economic perspective about business operations. This program is intended for business students who wish to gain breadth in skills and knowledge within their undergraduate studies. It is particularly appropriate for students who wish to combine a study of business with a minor or extended coursework in a non-business field. The general business major is also suitable for students who intend to pursue a specialized master's degree in business or who are interested in law school or other professional fields.

**Student Learning Outcomes:** Graduates of the BS in General Business will demonstrate the following abilities:

1. Systematically analyze information across disciplines to evaluate business challenges and provide evidence-based solutions;
2. Collaboratively work with teammates to identify and analyze key elements of the business environment to identify opportunities and devise strategies to capitalize on these opportunities;
3. Develop a holistic perspective of an organization's functions that promotes interrelationships between these functions;
4. Formulate and communicate a logical, evidence-based assessment of business information in a clear and persuasive manner.

**Administration:** The program is administered by the Culverhouse College of Business, Dr. Kay Palan, Dean; and the Department of Management, Dr. Lou Marino, Chair.

**Accreditation:** UA's Culverhouse College of Business maintains accreditation for its baccalaureate programs through the Association to Advance Collegiate Schools of Business (AACSB). This program would fall under the specialized accreditation for the college.

**Similar Programs:** The following institutions offer similar programs at the same level:

- Alabama A&M University, BS in Business and Commerce, General (CIP 52.0101)
- Auburn University at Montgomery, BSBA in Business and Management, General (CIP 52.0101)
- University of Alabama in Huntsville, BSBA in Management with a Concentration in General Business (CIP 52.0201)
- University of South Alabama, BS in Business and Commerce, General (CIP 52.0101)

**Public Review:** This item was posted on the Commission's public forum from July 14, 2021 to August 11, 2021 (twenty days). Two institutions submitted reviews of the proposed modification, with no objections noted.

**Relationship to Existing Coursework:** UA's BS in General Business is currently listed under CIP 52.0201, which it shares with the BS in Management. In comparison with the BS in Management, the BS in General Business covers a broader set of core business disciplines and is not specialized to management or other business disciplines. For this reason, the program is better described by CIP

52.0101 (Business/Commerce, General). In addition, UA offers an MBA at CIP 52.0201, which allows students to specialize in business discipline. Currently, UA does not offer any other programs at CIP 52.0101.

**Mode of Delivery:** Program coursework can be taken 100% in-person or 100% online.

**Curriculum:**

Program Completion Requirements:	
Credit hours required in program core	40
Credit hours in institutional general education or core curriculum	53
Credit hours required in support courses	NA
Credit hours in electives	27
Credit hours required in research	NA
<b>Total credit hours required for completion</b>	<b>120</b>

**Work-Based Learning:** Students in the BS in General Business are encouraged to engage in internships, but these are not required. Coursework includes embedded experiential learning intended to simulate problem-solving in industry settings.

**Faculty:**

Current Primary Faculty:  
 Full-time: 34  
 Part-time: 3  
 Support Faculty—  
 Full-time: 0  
 Part-time: 0

**Resources:** No additional resources are needed to support this program in its modified form.

**Evidence of Program Performance:**

Enrollment and Completions:

Academic Year	Total Headcount	Total Graduates
2019-20	546	246
2018-19	569	210
2017-18	486	181
2016-17	476	206
TOTAL	--	843
AVERAGE	519/year	211/year

**Attachment 2**

**Curriculum for the Modified Program**

Bachelor of Science in General Business  
 University of Alabama

Course Number and Title	Number of Credit Hours	*If New Course
<b>Program Courses</b>	<b>40</b>	
AC 210: Introduction to Accounting OR AC 211: Honors Introduction to Accounting	4	
LGS 200: Legal Environment of Business OR LGS 201: Honors Legal Environment of Business	3	
MIS 200: Fundamentals of Management Information Systems	3	
MGT 300: Organizational Behavior	3	
MKT 300: Marketing	3	
FI 302: Business Finance	3	
<i>Accounting Option (Pick 1)</i>	3	
AC 351: Managerial Accounting Decisions		
AC 352: Corporate Financial Reporting		
AC 361: Cost Analysis Planning/Control		
<i>Finance Option (Pick 1)</i>	3	
FI 301: Introduction to Financial Institutions & Markets		
FI 400: Financial Institutions, Markets, and Investments		
<i>Economics Option (Pick 1)</i>	3	
EC 308: Intermediate Microeconomics OR		
EC 310: Honors Intermediate Microeconomics		
EC 309: Intermediate Macroeconomics OR		
EC 311: Honors Intermediate Macroeconomics		
EC 400: Analysis of Economic Conditions Macro/Micro		
<i>Management Option (Pick 1)</i>	3	
MGT 301: Introduction to Human Resource Management		
MGT 320: Leadership and Ethics		
MGT 386: Foundations of Entrepreneurship		
MGT 423: Effective Negotiations		
<i>Marketing Option (Pick 1)</i>	3	
IBA 350: Introduction to World Business OR		
IBA 352: Honors Introduction to World Business		
MKT 310: Principles of Social Media		
MKT 313: Consumer Behavior		
MKT 321: Retail Management		
MKT 337: Personal Selling		
<i>General Business 300-400 Level Elective</i>	3	
<i>Approved International Focus Course</i>	3	

<b>General Education Courses</b>	<b>53</b>	
EN 101: English Composition	3	
EN 102: English Composition	3	
MATH 121: Calculus & Applications OR MATH 125: Calculus I	3	
EC 110: Principles of Microeconomics OR EC 112: Honors Principles of Microeconomics	3	
EC 111: Principles of Macroeconomics OR EC 113: Honors Principles of Macroeconomics	3	
ST 260: Statistical Data Analysis	3	
OM 300: Introduction to Operations Management	3	
GBA 300: Business Communications	3	
GBA 490: Strategic Management	3	
History/Social Behavioral	6	
Humanities/Literature/Fine Arts	12	
Natural Sciences	8	
<b>Required or Free Electives</b>	<b>27</b>	
MATH 100: Intermediate Algebra (if needed)	3	
MATH 112: Precalculus Algebra (if needed)	3	
GBA 146: Professional Development Series I	1	
GBA 246: Professional Development Series II	1	
GBA 346: Professional Development Series II	1	
Free Electives	18-24	
<b>Total Credits</b>	<b>120</b>	

**NOTE: NO courses are new courses.**

DECISION ITEM: H-5a

University of Alabama in Huntsville, Master of Science in Kinesiology (CIP 31.0505)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Science (MS) in Kinesiology.

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

**Implementation Date:** The proposed program will be implemented in Spring 2022. Based on Commission policy, the proposed program must be implemented by January 13, 2024, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

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

**Post-Implementation Conditions:**

1. That the annual average new enrollment headcount beginning in 2023-24 will be at least 8, based on the proposal.
2. That the annual average number of graduates for the period 2023-24 through 2028-29 (six-year average) will be 3.75, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(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 doctoral program.

The University of Alabama in Huntsville (UAH) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2029.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. MS in Kinesiology is designed to prepare graduates for in-demand occupations as coaches/scouts and exercise trainers, with a focus on sports science.
2. The proposed program will build on UAH's existing BS in Kinesiology that continues to exceed enrollment and graduate expectations since its initial start in 2015.
3. This proposed program is designed to prepare graduates for professional certification through the National Strength and Conditioning Association (NSCA), and the proposal includes a letter of support attesting to alignment with NSCA standards.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Alabama in Huntsville proposal, dated June 7, 2021, with revisions. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
<i>INSTITUTION: University of Alabama in Huntsville</i>								
<i>PROGRAM: Master of Science in Kinesiology (CIP 31.0505)</i>								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
FACULTY	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$700,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$160,000	\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$270,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$21,642	\$43,284	\$43,284	\$43,284	\$43,284	\$43,284	\$43,284	\$281,346
OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$281,642</b>	<b>\$203,284</b>	<b>\$153,284</b>	<b>\$153,284</b>	<b>\$153,284</b>	<b>\$153,284</b>	<b>\$153,284</b>	<b>\$1,251,346</b>
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
REALLOCATIONS	\$281,642	\$117,944	\$48,194	\$0	\$0	\$0	\$0	\$447,780
EXTRAMURAL	\$0	\$0	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$80,000
TUITION	\$0	\$85,340	\$105,090	\$139,470	\$159,220	\$182,140	\$193,600	\$864,860
<b>TOTAL</b>	<b>\$281,642</b>	<b>\$203,284</b>	<b>\$153,284</b>	<b>\$159,470</b>	<b>\$179,220</b>	<b>\$202,140</b>	<b>\$213,600</b>	<b>\$1,392,640</b>
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	6	7	10	11	13	14	10.2
PART-TIME HEADCOUNT	Year 1 - No data reporting required	2	3	3	4	4	4	3.3
TOTAL HEADCOUNT	Year 1 - No data reporting required	8	10	13	15	17	18	13.5
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	4	5	6	10	11	12	8
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	4	4	5	6	7	8	5.7

## Attachment 2

### Summary of Background Information

Master of Science in Kinesiology  
University of Alabama in Huntsville

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

**Program Description:** Offered by the Department of Kinesiology in the UAH College of Education, the proposed MS in Kinesiology with a concentration in Sports Science is designed for students seeking graduate training to develop the knowledge and skills related to the advanced scientific concepts of human performance assessment and evidenced based training in the field of Sports Science. Primary areas of focus pertain to education, research, and practical experiences in performance analysis, sports nutrition, and elite training/coaching. The program will prepare graduates to sit for professional certifications through the National Strength and Conditioning Association (NSCA). This program will support strength and conditioning coaches, exercise physiologists, dietitians, athletic trainers, and other individuals interested in sports science and research to meet their professional goals.

**Student Learning Outcomes:** Learning outcomes of the MS in Kinesiology include the following:

1. Enhanced knowledge of sport science technology, including the use of wearables to aid in athlete testing, monitoring, and recovery.
2. Understanding the factors of training, competition, and genetics and their effect on the physiological aspects of exercise.
3. Familiarization with state-of-the-art equipment and advanced laboratory techniques, allowing for thorough investigation of various human and athletic performance variables.
4. Ability to conduct evidence-based research practices to aid in validation of equipment and practices, reliability assessments of instrumentation, and/or overall measurement and evaluation of human performance. Thesis-track students will be required to complete an independent research study, systematic review, or meta-analysis on a committee-approved topic.
5. Application of classroom and laboratory concepts and theories in the practical world of exercise and sport science. Students will participate in an approved supervised field experience in exercise physiology- or sport science-based settings, which may include research, athletic training, or community fitness projects.

**Administration:** The program will be administered by the College of Education, Dr. Beth N. Quick, Dean; and the Department of Kinesiology, Dr. Beth N. Quick, Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). Three institutions submitted responses to the proposed program, with no major objections raised.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following universities offer master's-level programs in Kinesiology and related disciplines:

- Alabama A&M University (MS in Kinesiology, Applied Sport Science concentration, CIP 31.0505)
- Auburn University (MS in Health and Physical Education, Exercise Science concentration, CIP 26.0908)
- Auburn University at Montgomery (MEd in Kinesiology, CIP 31.0505)
- Jacksonville State University (MSEd in Physical Education, Human Performance concentration, CIP 13.1314; and MAT in Athletic Training, CIP 51.0913)
- Troy University (MS in Kinesiology, CIP 31.0505; MS in Athletic Training, CIP 51.0913)
- University of Alabama (MA in Kinesiology, CIP 31.0505, MS in Athletic Training, CIP 51.0913)
- University of Alabama at Birmingham (MS in Kinesiology, CIP 13.1314)
- University of Montevallo (MS in Exercise Science, CIP 31.0505)
- University of North Alabama (MS in Health and Human Performance, CIP 31.9999)
- University of West Alabama (MS in Physical Education, Exercise Science concentration, CIP 13.1314; MAT in Athletic Training, CIP 51.0913)

While there are substantial related offerings in the Academic Program Inventory, there seems to be sufficient demand to justify an additional program. As noted below, UAH's enrollments in its undergraduate programs continue to grow, and the graduate program aligns with in-demand occupations.

**Relationship to Existing Coursework:** UAH's Department of Kinesiology currently offers two undergraduate programs: BS in Kinesiology (CIP 31.0505), with concentrations in Exercise Science and Physical Education Teacher Education; and BS in Sport and Fitness Management (CIP 31.0504). The proposed MS in Kinesiology will extend these offerings to the master's level, with a focus on Sport Science.

**Collaboration:** UAH is open to future collaboration with other institutions and universities.

**Admissions:** Applicants must have a bachelor's degree with an overall undergraduate GPA of 2.75 or better out of a 4.0 scale. A student must also have taken and passed (C or better) two semesters of anatomy and physiology, and one semester of exercise physiology (C or better) before being accepted into the program.

**Mode of Delivery:** The department anticipates the use of distance education technology to deliver some program courses as asynchronous online courses (50%) or in a hybrid/blended delivery format.

**Curriculum:** The proposed program will require the development of 10 new courses to extend Kinesiology offerings to the graduate level. The curriculum will include an initial concentration in Sports Science, with additional concentrations expected as the program grows.

Sports Science (Non-Thesis) Program Completion Requirements:	
Credit hours required in program core	9
Credit hours in concentration	12
Credit hours required in support courses	6
Credit hours in required or free electives	9
Credit hours in required research	0
<b>Total credit hours required for completion</b>	<b>36</b>
Sports Science (Thesis) Program Completion Requirements:	
Credit hours required in program core	9
Credit hours in concentration	12
Credit hours required in support courses	6

Credit hours in required or free electives	3
Credit hours in required research	6
<b>Total credit hours required for completion</b>	<b>36</b>

Students will select between a thesis option and non-thesis option, both totaling 36 credit hours. All students will complete 6 hours of required practical experience as a team sport scientist. Non-thesis students will be required to take a comprehensive examination in their final semester and deliver a final presentation associated with their practicum experience. Thesis students must pass a final examination that includes an oral presentation of the thesis in the form of a seminar before the student's supervisory committee.

Full-time students will be able to complete the program in 4 semesters. Part-time students must complete the degree within 10 years. There is potential for this program to become a part of the Joint Undergraduate Master's Program (JUMP) at UAH. This would provide an option for existing undergraduates, in their senior year, to take some credits toward completion of the MS degree. This will increase enrollment and provide a more cost-effective option for students.

**Work-Based Learning:** Candidates in the Sports Science concentration must complete a two-semester practicum with an assigned sports team.

**Accreditation:** UAH's BS in Exercise Science program is recognized as an Education Recognition Program (ERP) by the National Strength and Conditioning Association (NSCA). UAH intends to seek recognition for the proposed MS in Kinesiology as well.

**Professional Licensure:** Graduates of the program will have the required education and practical experience to sit for the Certified Performance & Sport Scientist (CPSS) certification exam, recently developed by NSCA. Graduates will also be prepared to sit for the NSCA's Certified Strength and Conditioning Specialist (CSCS) certification exam. The proposal includes a letter of support from Dr. Matthew Darnell, who serves on the NSCA committee for developing the CPSS certification, attesting that the proposed curriculum aligns with the competencies to be tested by NSCA.

**Industry Need:** The proposed program is designed to prepare graduates for employment as Coaches and Scouts (SOC 27.2022) and Exercise Trainers (SOC 39.9031), both of which are included on the 2021 Statewide In-Demand Occupations list. According to the U.S. Bureau of Labor Statistics, employment of sport science-related graduates (exercise physiologists, athletic trainers, and sports dietitians) is expected to grow 11-21% through at least 2024. Public and business interest in sports science and wearable technology is rapidly expanding and is spurring demand for well-trained professionals in the field. Additionally, sports science positions are growing in US collegiate athletic programs and professional sports organizations. Growth in the field of sports science is also evident by the increase in Director of Sports Science positions in the professional sports organizations. These positions are anticipated to continue to expand as teams begin to adopt high performance models used by international organizations. The proposed program would be a compelling option for professionals that already work in the sport and athletic performance industry. The program would offer an opportunity for individuals in the field to enhance their knowledge while also expanding future employment opportunities.

**Student Demand:** When the BS in Kinesiology program at UAH was proposed for Fall 2015, 30 full-time students per semester were projected by the fifth year. That goal was exceeded with 113% enrollment in the first semester of the program. There has been consistent growth in Kinesiology each fall, with 172 students enrolled in Fall 2020. The current enrollment represents a growth of 168% over five years, and the current enrollment exceeds initial expectations by 473%. UAH surveyed students in the BS program to gauge interest in the proposed MS. When asked if they would have interest in a potential master's program, 57.1% responded 'yes' and 38.6% responded 'maybe'. Level of interest was also assessed on a 10-point Likert scale, with 10 being 'extremely interested'. The average response was  $8.19 \pm 1.91$ , indicating a strong level of interest.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 2

Part-time: 0

Support Faculty—

Full-time: 3

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 1

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 1

To support the program, UAH will need to hire two new (one full-time and one part-time) faculty members who must have a PhD in Sports Science, exercise science, exercise physiology, kinesiology, nutrition, or a comparable academic field. Prior university or other teaching experience is preferred.

Assistantships: UAH will offer two assistantships for this program, one to a full-time student in each of the two-year cohorts at a projected cost of \$21,642 each. As the program will only have one cohort in the first year, it will only offer one assistantship. Thereafter, it will offer two per year.

Equipment: Specialized equipment for the program will be purchased in the first two years. UAH has budgeted \$150,000 for the first year and \$50,000 for the second. UAH projects additional costs of \$10,000 per year to maintain this equipment.

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

Library: The M. Louis Salmon Library provides learning/information resource support for the curriculum, mission, students, faculty, and staff at UAH. In keeping with the university's mission, the Salmon Library contributes to and supports the discovery, creation, and communication of knowledge in an innovative environment, and supports self-sufficient learners who can discover, access, and use information effectively. With over 200,000 print titles, 489,000 electronic books, 63,000 online serial/journal titles, 195 electronic databases, 12 credentialed librarians, unique learning labs and outreach programs, the Salmon Library offers key resources for academic success and scholarly endeavors.

**Program Budget:** The proposal projected that \$1,251,346 in new funds will be required to support the program over the first seven years, with faculty being the largest new expense. Over the same period, UAH projects that the program will generate \$864,860 through tuition and \$80,000 in extramural funding. Additionally, the program will require \$447,780 in internal reallocations over the first three years. UAH expects the program to become self-sustaining by Year 4.

**Attachment 3**

Master of Science in Kinesiology  
 University of Alabama in Huntsville

Course Number and Title	Number of Credit Hours	* If New Course
<b>Core Courses</b>	<b>9</b>	
KIN 510 – Research Methods	3	*
KIN 515 – Seminar	3	*
KIN 518 – Advanced Human Performance and Testing	3	*
<b>Sports Science Concentration</b>	<b>27</b>	
KIN 527 – Advanced Exercise Physiology	3	*
KIN 520 – Laboratory Techniques	3	*
PY 611 – Statistical Analysis	3	
BYS 531 – Biological Data Skills	3	
KIN 630 – Sports Science Practicum I	3	*
KIN 640 – Sports Science Practicum II	3	*
KIN 680 – Thesis Research	(3)	*
KIN 690 – Thesis Research	(3)	*
Elective Hours	9 (3)	
<b>Electives</b>		
KIN - Motor Learning	3	
KIN 500 – Nutrition in Sport	3	*
KIN 600 – Dietary Supplements	3	*
KIN - Biomechanics	3	
KIN - Facilities and Management	3	

TOTAL CREDITS

36 hours

*(X) indicates credits for thesis track only.*

DECISION ITEM: H-5b

University of Alabama in Huntsville, Doctor of Philosophy in Applied Experimental Psychology (CIP 42.2813)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Doctor of Philosophy (PhD) in Applied Experimental Psychology.

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

**Implementation Date:** The proposed program will be implemented in Fall 2022. Based on Commission policy, the proposed program must be implemented by September 13, 2024, or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

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

**Post-Implementation Conditions:**

1. That the annual average new enrollment headcount beginning 2023-24 will be at least 3.5, based on the proposal.
2. That the annual average number of graduates for the period 2024-25 through 2028-29 (five-year average) will be 2.25, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(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 data on graduates' employment.

The University of Alabama in Huntsville (UAH) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program to include information on employment outcomes for graduates, in a report submitted to the Commission no later than September 1, 2029.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The Huntsville area has seen major growth in manufacturing and information industries that will increase demand for professionals trained in Applied Experimental Psychology.
2. The online asynchronous and face-to-face delivery models will make this degree easily accessible to both working and traditional students.
3. Faculty in UAH's Department of Psychology have a successful track record of attracting extramural funding, and several existing funders have indicated their willingness to increase funding once a doctoral program is established.
4. The program proposal includes two letters of support from industry professionals attesting to the need for doctoral-level Psychology graduates trained in Human Factors and Psychology/Law.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Alabama in Huntsville proposal, dated June 7, 2021, with subsequent revisions. 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: <i>The University of Alabama in Huntsville</i></b>								
<b>PROGRAM: <i>PhD in Applied Experimental Psychology (CIP 42.2813)</i></b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
FACULTY	\$75,000	\$75,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$900,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$78,100	\$79,200	\$80,300	\$81,400	\$82,500	\$83,600	\$84,700	\$569,800
OTHER	\$20,000	\$0	\$20,000	\$0	\$0	\$0	\$0	\$40,000
<b>TOTAL</b>	<b>\$173,100</b>	<b>\$154,200</b>	<b>\$250,300</b>	<b>\$231,400</b>	<b>\$232,500</b>	<b>\$233,600</b>	<b>\$234,700</b>	<b>\$1,509,800</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$300,000	\$350,000	\$350,000	\$400,000	\$400,000	\$450,000	\$450,000	\$2,700,000
TUITION	\$149,000	\$192,100	\$245,000	\$252,000	\$259,000	\$266,000	\$273,000	\$1,636,100
<b>TOTAL</b>	<b>\$449,000</b>	<b>\$542,100</b>	<b>\$595,000</b>	<b>\$652,000</b>	<b>\$659,000</b>	<b>\$716,000</b>	<b>\$723,000</b>	<b>\$4,336,100</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	5	7	7	7	7	7	6.7
PART-TIME HEADCOUNT	Year 1 - No data reporting required	6	7	7	7	7	7	6.8
TOTAL HEADCOUNT	Year 1 - No data reporting required	11	14	14	14	14	14	13.5
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	3	3	3	4	4	4	3.5
<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>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	3	3	3	4	4	3.4

## Attachment 2

### Summary of Background Information

Doctor of Philosophy in Applied Experimental Psychology  
University of Alabama in Huntsville

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

**Program Description:** Offered by the Department of Psychology in UAH's College of Arts, Humanities, and Social Sciences, the proposed PhD in Applied Experimental Psychology (AEP) will prepare graduates to solve complex real-world problems by utilizing their knowledge of scientific theory and the skills involved in conducting high-quality research. The program is intended to meet market demands for highly skilled professionals in the Huntsville business and government community and across the State. A PhD in Applied Experimental Psychology has broad applications in the fields of Design and Engineering, Technology, Business, the Justice System, Medicine, Law, Sports, Education, and others, making graduates highly sought after. The program will offer two concentrations, Human Factors and Psychology-Law, and will utilize a unique hybrid/online curriculum that will appeal to both traditional and working students.

**Student Learning Outcomes:** Learning outcomes of the PhD in Applied Experimental Psychology include the following abilities:

1. Identify and explore important problems in the modern world through application of psychological approaches by conducting original and independent research in the laboratory or the field.
2. Critically evaluate and determine the validity of research performed by others.
3. Develop oral and written communication skills necessary to creatively produce research and effectively communicate these research findings to both academic and lay audiences.
4. Develop teaching expertise through lectures to psychology students, industry professionals, or conference presentations, depending on the career plans of the student.
5. Synthesize principles of basic and advanced statistics and research methods to independently design and conduct applied experimental psychology research.
6. Demonstrate the professional culture and norms expected of PhD professionals, including appropriate ethical standards.

**Administration:** The program will be administered by the College of Arts, Humanities, and Social Sciences, Dr. Sean Lane, Dean; and the Department of Psychology, Dr. Jodi Price, Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISIP) and the program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). Three institutions submitted responses to the proposed program, with no major objections raised. There were questions around potential overlap in doctoral research areas and the need for online delivery. These are addressed in the relevant sections below.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The proposed PhD in Applied Experimental Psychology (CIP 42.2813) will be the only program in the Academic Program Inventory at that level and CIP. Four other public research universities offer PhD programs in Psychology disciplines:

- Auburn University – PhD in Psychology (CIP 42.0101), PhD in Clinical Psychology (CIP 42.2801), PhD in Counseling Psychology (CIP 42.2803), and PhD in Industrial/Organizational Psychology (CIP 42.4804)
- University of Alabama – PhD in Psychology (CIP 42.0101), PhD in School Psychology (CIP 42.2805), and PhD in Educational Psychology (CIP 42.2806)
- University of Alabama at Birmingham – PhD in Psychology (CIP 42.0101) with concentrations in Behavioral Neuroscience, Developmental Psychology, and Medical Clinical Psychology
- University of South Alabama – PhD in Clinical and Counseling Psychology (CIP 42.2810)

Of those programs with an experimental (versus clinical) focus, training seems to be broader than the concentrations offered by UAH. The following institutions outside Alabama offer comparable doctoral programs in Applied Experimental Psychology: University of Kentucky, Central Michigan University, and Catholic University of America in Washington, D.C.

**Relationship to Existing Programs:** The proposed PhD program will be related to existing programs offered through UAH's Department of Psychology, namely the BA in Psychology (CIP 42.0101) and the MA in Psychology (CIP 42.0101). Both programs have a strong emphasis on experimental psychology with specialization areas in Human Factors and Psychology and Law. The PhD curriculum has been developed to allow graduates of the MA in Psychology to apply coursework already completed and shorten the time to degree.

**Collaboration:** UAH is currently pursuing opportunities for collaboration with UAB and UA. Within UAH, the program will incorporate expertise from non-psychology faculty in Computer Science and Industrial and Systems Engineering and Engineering Management (ISEEM).

**Accreditation:** There is no specialized accreditation for doctoral programs in Applied Experimental Psychology.

**Admissions:** The program will offer several entry options, beginning with the post-master's-to-PhD entry option, before opening up the post-baccalaureate-to-PhD option. Admission of any student, regardless of entry point (post-bachelor's or post-master's), will be based on an overall evaluation of the applicant's ability to undertake doctoral study and conduct research that will contribute to the advancement of psychological science. Applicants must have received their degree from an accredited institution and have a record of achievement that shows strong promise of success in the program's coursework and research. Students must have a minimum grade-point average of 3.25 on a 4-point scale on all higher education courses attempted or from the last 60 hours of coursework attempted. Post-baccalaureate applicants are expected to have performed well in foundational areas of psychology and should have at least 15 credit hours of coursework in psychology, including statistics and research methodology. All students will be asked to participate in a faculty interview to ensure student-program fit.

**Mode of Delivery:** Coursework will be delivered both online asynchronously and in-person so that students can select the delivery style that best fits their needs. Respondents from peer institutions questioned the need to deliver content in multiple formats. In response, UAH noted that they expect students in the Psychology-Law concentration to opt for face-to-face classes, while the Human Factors students are more likely to be professionals working in the area who would not be likely to enroll in a face-to-face option, preferring the flexibility of online delivery.

**Curriculum:** The proposed program will offer two concentration areas: Human Factors and Psychology-Law. The Human Factors concentration will draw on faculty expertise to extend coursework already developed for the MA program. The concentration in Psychology-Law is designed to address federal research priorities to investigate topics associated with eyewitness testimony, jailhouse informants, and lineup identification. In order to deliver both concentrations, as many as 20 new doctoral-level courses will be developed.

**Program Completion Requirements:**

Credit hours required in program core courses	30
Credit hours in minor courses	9
Credit hours required in concentration	15
Credit hours in required or free electives	N/A
Credit hours in required research	15
<b>Total credit hours required for completion</b>	<b>69</b>

Students entering the program with significant related master's-level training may apply up to 30 hours of 500/600-level credit toward core coursework. A minimum of 21 non-dissertation credits must be earned in 700-level coursework at UAH. Full-time students taking nine hours per semester can complete the program in eight semesters. Part-time students taking six hours per semester can complete in 12 semesters.

**Work-Based Learning:** Students will be required to complete an internship (PY 675 Internship/ Consulting), as well as employment skill training (PY 608 Graduate Practice Teaching and Career Exploration).

**Industry Need:** According to the national database Occupational Information Network (O\*Net), job growth for careers within the public and private sector related to Applied Experimental Psychology is projected over the next decade to either grow at an increase of 7% or more. This includes related fields of Industrial and Organizational Psychology, Human Factors Engineering and Ergonomists, Statisticians, Forensic Scientists, and Psychology-Law. The Huntsville area has seen major growth in manufacturing and information industries that will increase demand for professionals trained in Applied Experimental Psychology, and Human Factors specifically. For example, Mazda Toyota Manufacturing opened a 3.1 million-square-foot plant this past spring that is expected to employ as many as 4,000 people. Other major new contributors include Facebook, which is building a \$750M data center in North Huntsville, and is projected to employ approximately 100 high-paid professionals. In addition, The Federal Bureau of Investigation is expanding its campus in Huntsville, bringing a projected 4,000-5,000 new jobs to the area over the next eight to ten years, which will increase demand for graduates of the Psychology-Law concentration.

The proposed PhD program is designed to prepare graduates for employment in the following occupations as classified within the Standard Occupational Code (SOC) system:

- 1) Psychology, All Other (SOC 19-3039)
- 2) Post-secondary Psychology Teachers (SOC 25-1066)

There are also many jobs anticipated to emerge in the future due to the ever-changing human social, emotional, economic, political, and environmental needs. This includes artificial intelligence in robotics and computing to help solve problems in areas as diverse as robotics geriatric nursing care to warfare, from business and financial decision-making to the entertainment and transportation industries (i.e., Amazon's Alexa and Tesla's self-driving car), all of which draw upon Applied Experimental Psychology and related fields.

The proposal includes two letters of support from industry professionals attesting to the need for doctoral-level graduates who are trained in Applied Experimental Psychology. Ms. Erin Atkins, Esq., a criminal defense attorney in the Huntsville area, notes there is a constant need for experts in the areas of false confessions and eye-witness identification. Mr. Jerry Burpee, Senior Principal Engineer in Human-Machine Interaction for Dynetics, notes that his company constantly seeks to hire individuals with doctoral training in Human Factors.

**Student Demand:** The UAH Department of Psychology has grown enrollment over the past 5 years by 40% at the undergraduate level and 22% at the graduate level. During the 2020-2021 year, the Psychology Department has 198 declared psychology majors, 12 of whom are enrolled in the Psychology Joint Undergraduate Master's Program (JUMP), and 15 other master's degree students. UAH will recruit

students from the undergraduate and master's programs to apply and enroll in the proposed doctoral program.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 6

Part-time: 2

Support Faculty—

Full-time: 2

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 2

Part-time: 1

Support Faculty—

Full-time: 0

Part-time: 0

The Psychology Department currently has 8 faculty members whose research and teaching can support the proposed doctoral program and its concentrations, with two supporting faculty from the Departments of Computer Science and Industrial and Systems Engineering and Engineering Management. Additionally, the Department will seek permission to recruit two additional faculty members, one with expertise in Human Factors, specifically in human-computer interaction, and the other with expertise in Psychology-Law/Clinical/Forensic Psychology. Along with salary/benefits for the new hires, start-up investments of \$20,000 each are budgeted to support the new faculty in setting up their research laboratories. These are noted in the “other” category in the program summary.

Assistantships: The Department currently has 3 master's-level graduate teaching assistant (GTA) positions, whose tuition is covered by tuition waivers from the Graduate School and stipends from the College's budget. These master's-level GTAs provide support to faculty overseeing General Psychology I, Lifespan Development, and Statistics sections by teaching the labs associated with each course. UAH will seek institutional support to fund two doctoral-level GTA positions, while maintaining the three existing MA-level GTA positions. It is expected that the doctoral-level GTAs will serve as instructors of record for the lower-level Psychology courses.

Equipment: No new equipment will be required for the proposed program.

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

Library: The UAH library has online and print holdings that support the needs of PhD students and the academic and research programs of the University. In addition to physical collections, the Library offers a broad selection of journals, newspapers and other serials in electronic form. Nearly 120,000 unique managed online resources, including journals and reports, over 62,000 electronic books and over 300 databases can be accessed both on and off campus via the Library website at [www.uah.edu/library](http://www.uah.edu/library).

Extramural support: Currently, faculty and master's-level students in the Psychology Department are supported by \$1 million in grants/contracts from external sources such as NASA, the US Army, and US Navy Postgraduate School-CRUSER. Proposals for up to an additional \$10.5 million in related grants and contracts are under review for future years, and UAH has conservatively estimated new funding likely to be awarded to the Department, beginning with \$300,000 in the first year. This figure reflects an increase of approximately one-third over the current external funding for the Department, and recognizes that several of the current grant/contract funders have indicated their interest in increasing funding to support doctoral-level students.

**Program Budget:** The proposal projected that \$1,509,800 in estimated new funds will be required to support the proposed program over the first seven years. UAH projects that the program will generate \$1,636,100 through tuition and attract \$2,700,000 in extramural funding.

**Attachment 3**

Doctor of Philosophy in Applied and Experimental Psychology  
 University of Alabama in Huntsville

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Core Curriculum (30 credit hours)</b>		
PY 607 Professional Development in Research and Teaching	1	
PY 608 Graduate Practice Teaching and Career Exploration	1	
PY 610 Experimental Design	3	
PY 611 Statistics for Experimental Methods	4	
PY 535 Psychology and Law	3	
PY 641 Concentrated Reading/ Research Specialized Area	3	
PY Electives	9	
PY 699 Master Thesis	6	
<b>Concentration (15 credit hours, see options below)</b>		
<b>Research (15 credit hours)</b>		
PY 675 Internship/ Consulting	3	
PY 7xx Dissertation	12	*
<b>Minor in Quantitative Psychology (9 credit hours)</b>		
PY 7xx Quantitative Statistical Methods	3	*
PY 7xx Multivariate Statistics	3	
PY Elective (Choose one) PY 7xx R for Data Science PY 7xx Advanced Structural Equation Modeling* PY 7xx Computational Psychology* PY 7xx Machine Learning for Social/Behavioral Research* PY 530 Psychometrics	3	*
<b>Total hours for Post-Baccalaureate to PhD with Concentration</b>	<b>69</b>	

**Concentration in Human Factors**

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Core Courses (Choose 4 for 12 hours credit)</b>		
PY 7xx Human System Integration	3	*
PY 7xx Computational Concepts and Introduction to Software Programming	3	*
PY 7xx Psychology in Human Computer Interaction	3	*
PY 7xx Human Machine System Design	3	*
PY 7xx Usability Evaluation and Testing	3	*
PY 7xx Management of Complex Systems	3	*
PY Elective in Concentration	3	

<b>Electives (Choose 1 for 3 hours credit)</b>		
PY 7xx Ergonomics and Regulations in User-Centered Design	3	*
PY 7xx Rapid Prototyping	3	*
PY 7xx Human Artificial Intelligence Interaction	3	*
PY 7xx Machine Learning for Social/Behavioral Research	3	*
PY 7xx Computational Psychology	3	*
PY 7xx Social Cognitive Neuroscience	3	*
PY 530 Psychometrics	3	
<b>Total for Concentration in Human Factors</b>	<b>15</b>	

**Concentration in Psychology-Law**

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Core Courses (choose 4 for 12 credit hours)</b>		
PY 7xx Applied Cognitive Psychology	3	*
PY 7xx Proseminar in Social Psychology	3	*
PY 7xx Eyewitness Psychology	3	*
PY 7xx Forensic/Investigative Interviews	3	*
PY 7xx Child Witnesses	3	*
PY 7xx Interrogation and Deception	3	*
PY Elective in Concentration	3	
<b>Electives (Choose 1 for 3 credit hours)</b>		
PY 7xx Wrongful Conviction	3	*
PY 7xx Assessment of Competency to Stand Trial	3	*
PY 7xx Social Cognitive Neuroscience	3	*
PY 505 Psychopharmacology	3	
PY 537 Stress and Illness	3	
PY 530 Psychometrics	3	
<b>Total for Concentration in Psychology-Law</b>	<b>15</b>	

DECISION ITEM: H-6a

University of South Alabama, Bachelor of Arts in Journalism (CIP 09.0499)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Bachelor of Arts (BA) in Journalism.

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

**Implementation Date:** The proposed program will be implemented in Fall 2022. Based on Commission policy, the proposed program must be implemented by September 13, 2024, 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 2023-24 will be at least 10, based on the proposal.
2. That the annual average number of graduates for the period 2023-24 through 2028-29 (six-year average) will be 7.5, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).
3. That the existing BA in Communications (CIP 09.0101) continue to maintain viability in keeping with the requirements of Code of Alabama 16-5-8(a)(2).
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, including data on graduates' employment and acceptance into master's or doctoral programs.

The University of South Alabama (USA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2029.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed BA in Journalism will expand a current concentration in the BA in Communication into a full program, utilizing existing faculty, courses, and facilities.
2. The proposed program will provide more specialized coursework specific to journalism, and better prepare graduates for careers in the field.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of South Alabama proposal, dated April 1, 2021, with subsequent revisions. 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: The University of South Alabama</b>								
<b>PROGRAM: BA in Journalism (CIP 09.0499)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$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>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$229,971	\$253,659	\$324,723	\$395,787	\$395,787	\$395,787	\$395,787	\$2,391,501
<b>TOTAL</b>	<b>\$229,971</b>	<b>\$253,659</b>	<b>\$324,723</b>	<b>\$395,787</b>	<b>\$395,787</b>	<b>\$395,787</b>	<b>\$395,787</b>	<b>\$2,391,501</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	59	64	66	66	66	66	64.5
PART-TIME HEADCOUNT	Year 1 - No data reporting required	3	4	8	8	8	8	6.5
TOTAL HEADCOUNT	Year 1 - No data reporting required	62	68	74	74	74	74	71
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	10	10	10	10	10	10	10
<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>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	7	8	9	10	11	12	9.5

## Attachment 2

### Summary of Background Information

Bachelor of Arts in Journalism  
University of South Alabama

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

**Program Description:** Offered by the Department of Communication in USA's College of Arts and Sciences, the proposed BA in Journalism will convert an existing track in the BA in Communication into a full program. The creation of the program is designed to make students more professionally competitive after graduation through the inclusion of more specialized professional, technical, and theoretical training in both multimedia and broadcast journalism. The proposed BA in Journalism will prepare graduates with digital training, as well as with specialized knowledge in a secondary field (minor), such as science, politics, health care, or another communications field. Along with careers at media organizations, graduates may pursue employment in in-house writing, publishing, and web content creation at non-media organizations, such as public relations agencies, law firms, university news bureaus, sports information programs, corporate communication departments, and government and non-profit public information offices.

**Student Learning Outcomes:** Learning outcomes of the BA in Journalism include the following:

1. Master media writing practices and conventions.
2. Gather and evaluate information for accuracy, reliability, and validity.
3. Develop industry-ready expertise in using digital technology.
4. Practice ethical, diverse, and fair communication.
5. Understand and participate in free speech as a pillar of democracy.
6. Complete a journalism internship successfully.

**Administration:** The program will be administered by the College of Arts and Sciences, Dr. Andrzej Wierzbicki, Dean; and the Department of Communication, Dr. Pavica Sheldon, Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were submitted to the College and University Chief Academic Officers (CUCAO). One institution submitted a response indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer similar programs at the same level:

- Auburn University (BA in Journalism, CIP 09.0401)
- Troy University (BA in Multimedia Journalism, CIP 09.0401; BA/BS in Radio/Television, CIP 09.0701)
- University of Alabama (BACIS in News Media, CIP 09.0499)
- University of Montevallo (BA/BS in Mass Communication, CIP 09.0701)
- University of North Alabama (BA/BS in Mass Communication, CIP 09.0102)

**Relationship to Existing Programs:** USA currently offers a broad BA in Communication (CIP 09.0101) with 4 concentrations: Journalism, Digital Cinema and Television, Strategic Communication, and Communication Studies. USA is proposing to extend 3 of these concentrations to standalone degrees, including Journalism. Such a change will promote greater specialization and will enable students to pursue other Communication disciplines for their minor field.

**Collaboration:** USA is open to collaboration with other institutions.

**Accreditation:** Programmatic accreditation is available for journalism through the Accrediting Council on Education in Journalism and Mass Communications (ACEJMC), but USA does not intend to seek specialized accreditation initially.

**Admissions:** The program has no special admission requirements.

**Mode of Delivery:** The Department of Communication currently offers courses in online, face-to-face, and blended formats.

**Curriculum:** USA plans to add one new course for this proposed major (CA 327: International Media).

Program Completion Requirements:	
Credit hours required in program core courses	42
Credit hours required in general education or core curriculum	58
Credit hours required in minor discipline	18
Credit hours in free electives	2
Credit hours in required research	0
<b>Total credit hours required for completion</b>	<b>120</b>

The program will offer two concentrations: Multimedia Journalism and Broadcast Journalism. In addition, all students must complete 18 credit hours in a minor discipline. The minor may be in another Communications field or in a separate discipline altogether. Full-time students will be able to complete the program in 8 semesters, while the length of time needed for part-time students will vary.

**Work-Based Learning:** Students will be required to complete a journalism internship in an organization based in Mobile, or at an approved site elsewhere in the region or country.

**Industry Need:** The proposed BA program is designed to prepare graduates for employment in the following occupations as described in the Standard Occupational Code (SOC) system:

- News Analysts, Reporters, and Journalists (SOC 27-3023)
- Public Relations Specialists (SOC 27-3031, included on the 2021 Statewide In-Demand Occupations List).

While conventional journalism jobs are projected to decline by 11 percent by 2029, non-traditional applications of journalism skills such as web content development, brand journalism, and creative content are expected to drive an increase in media-related jobs that list a BA in Journalism as required or preferred education. Journalism graduates with digital training, as well as specialized knowledge in a secondary field such as science, politics or health care, are expected to be in demand for in-house writing, publishing, and web content creation jobs at non-media organizations such as public relations agencies, law firms, university news bureaus and sports information programs, corporate communication departments, and government and non-profit public information offices.

**Student Demand:** The existing Journalism concentration in the BA in Communication has seen relatively consistent student demand, with 60 students enrolled in Fall 2020. A November 2020 survey of current Communication majors indicated that 89% of respondents believed a BA in a specific discipline such as journalism would provide more field-specific coursework and more relevant hands-on experience than a

BA in Communication. In the same survey, 78% agreed that institutions that offer a BA in specific disciplines such as Journalism are more appealing than institutions that offer a more general BA in Communication, suggesting that the proposed BA in Journalism would attract more students.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 3

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

This program will utilize existing faculty and staff to support the program.

Assistantships: No assistantships will be offered for the proposed program.

Equipment: No new equipment will be required for the proposed program.

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

Library: The Marx Library maintains a relevant, up-to-date, and comprehensive collection in the field of Journalism through the Social Sciences liaison librarian, in support of courses taught in USA's Department of Communication. The Library subscribes to the following relevant resources: 1120 print books and 1171 electronic books; 26 databases; seven e-book collections; and five streaming media options. The library also maintains a curriculum map of the courses taught in the Department in order to select relevant materials.

**Program Budget:** The proposal projected that no new funds will be required to support the proposed program over the first seven years. The program is expected to generate \$2,391,501 through tuition.

**Attachment 3**

Bachelor of Arts in Journalism  
 University of South Alabama

Course Number and Title	Number of Credit Hours	* If New Course
<b>Freshman Seminar (2 hrs.)</b>		
CAS 100	2	
<b>Written Composition (6 hrs.)</b>		
EH 101	3	
EH 102	3	
<b>Humanities and Fine Arts (21 hrs.)</b>		
CA 110	3	
Foreign Language Sequence (2-course sequence) LG 101 & 102; LG 111 & 112 or 113; LG 131 & 132 or 134; LG 151 & 152 or 153; LG 171 & 172 or 173; LGS 101 & 102; LGS 106 & 107; LGS 121 & 122; LGS 141 & 142. NO MORE THAN 6 HRS. FROM ONE DISCIPLINE FROM REMAINING REQUIREMENTS	6	
Choose one Fine Arts from ARH 100, 123, ARS 101, DRA 110, MUL 101	3	
Choose one Literature from the following EH 215, 216, 225, 226, 235 or 236	3	
Choose two courses (6 hrs.) from: AFR 101, AIS 105, ARH 100, 103, 123; ARS 101, 121, 123, 124; CA 222 DRA 110; EH 215, 216, 225, 226, 235, 236; MUL 101; PHL 110, 121, 131, 231, 240 or an intermediate foreign language	6	
<b>Natural Sciences and Mathematics (17 hrs.)</b>		
Students must choose one from: MA 110, 112, 113, 115, 120, 125, 126, 227, 237, 238	3	
3 from: AN 210; BLY 101 or 121, 102 or 122, CH 101, 103, 131 or 132; GEO 101, 102, GY 111, PH 101, 104, 114 or 201; Ph 115 or 202, <b>OR</b> select two sciences from above and one MA from: ST 210, or Math above 112 (except 201 and 202)	11	
Technology Requirement CIS 150	3	
<b>History, Social and Behavioral Sciences (12 hrs.)</b>		
Choose at least one HY. Courses must be chosen from at least one other discipline. <u>No more than 6hrs. From one discipline.</u> Select from AIS 201; AN 100, 101; CA 100, 211; ECO 215, 216; GEO 114, 115; GS 101, HY 101, 102, 135, 136, IS 100, PSC 130, PSY 120, 121, 250; SY 109, 112	12	

<b>Journalism (42 hrs.)</b>		
<b>Program Core Required Classes</b> CA 101: Intro to Media CA 220 (W): Writing Communication Media CA 260: Digital Writing and Production CA 300: Foundations of Communication Research CA 445: Ethics and Social Responsibility in Communication CA 350: Broadcast News Production CA 370 (W): Intermediate Reporting-Writing CA 455: Communication Law	24	
<b>Program Concentration Requirements</b>		
<b>Multimedia:</b> CA 281: Editing and Design CA 288: History of the Mass Media CA 382: Photojournalism CA 482: Multimedia Storytelling <b>OR</b> <b>Broadcast:</b> CA 250: Radio and TV Performance (Pre-requisite for CA 350, CA450, and CA454) CA 450: Advanced Broadcast News CA 451: Producing the News CA 454: Newscast Practicum	12	
<b>Choose two: Multimedia Journalism</b> CA 327: International Media* CA 472: Enterprise Reporting CA 354: Media and Politics CA 387: Magazine & Feature Writing CA 481(W): Opinion Writing CA 496: Professional Studies – Internship <b>OR</b> <b>Choose two: Broadcast Journalism</b> CA 327: International Media* CA 270: Sports Journalism CA 288: History of Mass Media CA 354: Media and Politics CA 382: Photojournalism CA 482: Multimedia Storytelling CA 496: Professional Studies – Internship	6	
<b>Minor</b>	18	
<b>Electives</b>	2	
<b>Total Credit Hours for BA in Journalism</b>	<b>120</b>	

DECISION ITEM: H-6b

University of South Alabama, Bachelor of Arts in Advertising and Public Relations (CIP 09.0900)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed BA in Advertising and Public Relations.

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

**Implementation Date:** The proposed program will be implemented in Fall 2022. Based on Commission policy, the proposed program must be implemented by September 13, 2024, 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 2023-24 will be at least 11, based on the proposal.
2. That the annual average number of graduates for the period 2023-24 through 2028-29 (six-year average) will be 7.5, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).
3. That the existing BA in Communication (CIP 09.0101) continue to maintain viability in keeping with the requirements of Code of Alabama 16-5-8(a)(2).
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, including data on graduates' employment and acceptance into master's or doctoral programs.

The University of South Alabama (USA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2029.

Staff recommendation for approval is based on the following rationale:

1. The proposed BA in Advertising and Public Relations will expand an existing concentration within the BA in Communication into a full program, utilizing existing faculty, courses and facilities.

2. The program will provide more specialized coursework specific to advertising and public relations and better prepare graduates for careers in the field.
3. The proposal contains four letters of support from the following local employers: Lewis Communications, Threaded Fasteners, Dollar General Corporation, and the Mobile County License Commission.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of South Alabama proposal, dated April 1, 2021, with subsequent revisions. 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 South Alabama</b>								
<b>PROGRAM: BA in Advertising and Public Relations (CIP 09.0900)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$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>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$256,620	\$264,516	\$272,412	\$284,256	\$300,048	\$319,788	\$343,476	\$2,041,116
<b>TOTAL</b>	<b>\$256,620</b>	<b>\$264,516</b>	<b>\$272,412</b>	<b>\$284,256</b>	<b>\$300,048</b>	<b>\$319,788</b>	<b>\$343,476</b>	<b>\$2,041,116</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	60	62	64	66	68	70	65
PART-TIME HEADCOUNT	Year 1 - No data reporting required	7	7	7	7	7	7	7
TOTAL HEADCOUNT	Year 1 - No data reporting required	67	69	71	73	75	77	72
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	9	10	10	12	12	13	11
<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>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	7	8	8	10	10	11	9

## Attachment 2

### Summary of Background Information

Bachelor of Arts in Advertising and Public Relations  
University of South Alabama

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

**Program Description:** Offered by the Department of Communication in USA's College of Arts and Sciences, the proposed BA in Advertising and Public Relations will convert an existing concentration within the BA in Communication into a standalone program. The creation of the program is designed to make students more professionally competitive after graduation through the inclusion of specialized professional, technical, and theoretical training. In addition to their major concentration in Advertising or Public Relations, students will also complete a minor concentration in a secondary field of their choosing, such as science, politics, health care, or another communications field. Graduates are likely to find employment as account executives, media planners, marketing and communication specialists, public information officers, public relations directors, brand managers and digital strategists.

**Student Learning Outcomes:** Learning outcomes of the BA in Advertising and Public Relations include the following abilities:

1. Understand the primary terms, key concepts, ethics, and roles and responsibilities in the industry to build a foundation for the field.
2. Understand basic elements of communication theory, including theories on mass media, media psychology, digitalization and information so students can explain or predict phenomena or situations.
3. Demonstrate proficiency in overall communication skills including writing, speaking, and being creative in a variety of media to be able to succeed in the industry.
4. Establish qualitative and quantitative research skills in order to analyze, communicate insightfully, and to measure results within the current advertising and public relation marketplace and for campaign evaluation.
5. Establish proficiency in creating and analyzing digital content in various social media platforms as it pertains to the digital media practices in the fields of advertising, public relations, and marketing.

**Administration:** The program will be administered by the College of Arts and Sciences, Dr. Andrzej Wierzbicki, Dean; and the Department of Communication, Dr. Pavica Sheldon, Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were submitted to the College and University Chief Academic Officers (CUCAO). One institution submitted a response indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The proposed program would be only degree within the Academic Program Inventory offered at CIP 09.0900 (Public Relations, Advertising, and Applied Communication). Related programs at the same level are offered by the following institutions:

- Auburn University (BA in Public Relations, CIP 09.0902)

- University of Alabama (BACom in Public Relations, CIP 09.0902; BACom in Advertising, CIP 09.0903)
- University of North Alabama (BA/BS in Mass Communication with concentration in Public Relations, CIP 09.0102)

Several other institutions offer public relations and/or advertising as a concentration within a broader Communication degree, similar to the structure of USA's existing offerings.

**Relationship to Existing Programs:** USA currently offers a broad BA in Communication (CIP 09.0101) with 4 concentrations: Journalism, Digital Cinema and Television, Strategic Communication, and Communication Studies. USA is proposing to extend 3 of these concentrations to standalone degrees, including Strategic Communications, which will update its name to Advertising and Public Relations. These changes to the existing offerings will promote greater specialization and enable students to pursue other Communication disciplines for their minor field.

**Collaboration:** USA does not plan to collaborate with other institutions at this time.

**Accreditation:** Programmatic accreditation is available for public relations and advertising through the Accrediting Council on Education in Journalism and Mass Communications (ACEJMC), but USA does not intend to seek specialized accreditation initially.

**Admissions:** The program has no special admission requirements.

**Mode of Delivery:** The Department of Communication currently offers one introductory course and one upper-level course online. In the future, courses such as Media Planning and Case Studies will move to online formats, particularly in the summer term. The writing, technical and applied courses will likely remain face-to-face for the near future.

**Curriculum:** Students in the program will study an integrated mix of advertising, visual communication, and public relations to build proficiency in research, planning, data analysis, writing, creative problem-solving, design, and digital media campaign execution. The proposed program includes two concentration areas: Advertising and Public Relations. Three new courses will be created for this program (ADPR 221 Introduction to Advertising, ADPR 224 Introduction to Public Relations, and ADPR 386 PR Writing).

Program Completion Requirements:	
Credit hours required in program core courses	42
Credit hours required in general education or core curriculum	58
Credit hours required in minor discipline	18
Credit hours in free electives	2
Credit hours in required research	0
<b>Total credit hours required for completion</b>	<b>120</b>

Full-time students will be able to complete the program in 8 semesters, while the length of time needed for part-time students will vary. In addition, all students must complete 18 credit hours in a minor discipline. The minor may be in another Communication field or in a separate discipline altogether.

**Work-Based Learning:** All students in the Advertising concentration must complete ADPR 487 Tideline Agency, which involves work in an in-house advertising firm run by the Department of Communication. Placement in the Tideline Agency enables students to execute strategic communication plans and produce creative materials for multimedia advertising for select clients in an agency setting. USA's proposal included two letters from local employers attesting to the value of the Tideline Agency and the training that students receive.

Students in the Public Relations concentration must complete ADPR 496 Strategic Campaigns, which requires them to execute a professional strategic communication campaign for a corporate, nonprofit,

association, and/or government client. This involves research, audience analysis, objectives, tactics, planning, messaging, media strategies, communication, creative development, budgeting and evaluation.

**Industry Need:** The proposed BA program is designed to prepare graduates for employment in the following occupations as classified within the Standard Occupational Code (SOC) system:

- 1) Advertising and Promotions Managers (SOC 11-2011)
- 2) Public Relations Specialists (SOC 27-3031)
- 3) Market Research Analysts and Marketing Specialists (SOC 13-1161)

Public Relations Specialists and Marketing Research Analysts/Specialists both appear on the 2021 In-Demand Occupations List, with over 800 combined annual openings.

**Student Demand:** USA conducted an online survey of existing Communication students. 83% of respondents believe a BA in a specific discipline will make them more competitive than a general communication degree, and 62% are interested in pursuing a minor within the Communication Department in addition to their major. Personal interviews with advertising and public relations professionals in the Mobile area indicated a hiring preference for students with field-specific bachelor's degrees.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 2

Part-time: 3

Support Faculty—

Full-time: 6

Part-time: 1

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

This program will utilize existing faculty and staff to support the program.

Assistantships: No assistantships will be offered for the proposed program.

Equipment: No new equipment will be required for the proposed program.

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

Library: The Marx Library maintains a relevant, up-to-date, and comprehensive collection in the field of advertising and public relations through the Social Sciences liaison librarian, in support of courses taught in USA's Department of Communication. The Library currently has 609 print books in advertising; 145 print books in public relations; 663 electronic books; 26 databases; seven e-book collections; and five streaming media options. The library also maintains a curriculum map of the courses taught in the Department in order to select relevant materials.

**Program Budget:** The proposal projected that no new funds will be required to support the proposed program over the first seven years. The program is expected to generate \$2,041,116 through tuition.

**Attachment 3**

Bachelor of Arts in Advertising and Public Relations  
 University of South Alabama

Course Number and Title	Number of Credit Hours	* If New Course
<b>Freshman Seminar (2 hrs.)</b>		
CAS 100	2	
<b>Written Composition (6 hrs.)</b>		
EH 101	3	
EH 102	3	
<b>Humanities and Fine Arts (21 hrs.)</b>		
CA 110	3	
Foreign Language Sequence (2-course sequence) LG 101 & 102; LG 111 & 112 or 113; LG 131 & 132 or 134; LG 151 & 152 or 153; LG 171 & 172 or 173; LGS 101 & 102; LGS 106 & 107; LGS 121 & 122; LGS 141 & 142. No more than 6 hours from one discipline from remaining requirements.	6	
Choose one Fine Arts from ARH 100, 123, ARS 101, DRA 110, MUL 101	3	
Choose one Literature from the following EH 215, 216, 225, 226, 235 or 236	3	
Choose two courses (6 hrs.) from: AFR 101, AIS 105, ARH 100, 103, 123; ARS 101, 121, 123, 124; CA 222 DRA 110; EH 215, 216, 225, 226, 235, 236; MUL 101; PHL 110, 121, 131, 231, 240 or an intermediate foreign language	6	
<b>Natural Sciences and Mathematics (17 hrs.)</b>		
Students must choose one from: MA 110, 112, 113, 115, 120, 125, 126, 227, 237, 238	3	
3 from: AN 210; BLY 101 or 121, 102 or 122, CH 101, 103, 131 or 132; GEO 101, 102, GY 111, PH 101, 104, 114 or 201; Ph 115 or 202, <b>OR</b> select two sciences from above and one MA from: ST 210, or Math above 112 (except 201 and 202)	11	
Technology Requirement CIS 150	3	
<b>History, Social and Behavioral Sciences (12 hrs.)</b>		
Choose at least one HY. Courses must be chosen from at least one other discipline. <u>No more than 6hrs. from one discipline.</u> Select from AIS 201; AN 100, 101; CA 100, 211; ECO 215, 216; GEO 114, 115; GS 101, HY 101, 102, 135, 136, IS 100, PSC 130, PSY 120, 121, 250; SY 109, 112	12	

<b>Major (42 hrs.)</b>		
<b>Communication Core</b>	9	
CA 101 – Intro to Media	3	
CA 260 – Digital Writing and Production	3	
CA 300 – Foundations of Communication Research	3	
<b>Advertising and Public Relations Core</b>	15	
ADPR 221 – Introduction to Advertising	3	*
ADPR 224 – Introduction to Public Relations	3	*
ADPR 271 – Strategic Public Design	3	
ADPR 324W – Strategic Writing	3	
ADPR 485 – Cases in Strategic Communication	3	
<b>Advertising Concentration (18 hrs.)</b>		
ADPR 321 - Media Planning (required)	3	
ADPR 322 - Creative Strategy (required)	3	
ADPR 487 - Tideline Agency (required)	3	
ADPR 371 - Branding & Visual Messages	3	
ADPR 384 - Account Management	3	
ADPR 445 - Ethics-Social Responsibility Communication	3	
ADPR 470 - Digital Analytics	3	
ADPR 471 - Prof & Creative Portfolio	3	
ADPR 474 - Consumer Sales Promotion	3	
CA 496 - Internship	3	
<b>Public Relations Concentration (18 hrs.)</b>		
ADPR 386 – PR Writing (required)	3	*
CA 387W - Magazine & Feature Writing (required)	3	
ADPR 486 - Strategic Campaigns (required)	3	
ADPR 323 - Sports PR	3	
ADPR 325 - Applied Comm Workshop	3	
ADPR 326 - P.R. & Non-Profit Fundraising	3	
ADPR 371 - Branding & Visual Messages	3	
ADPR 445 - Ethics-Social Responses Communication	3	
ADPR 470 - Digital Analytics	3	
ADPR 471 - Prof & Creative Portfolio	3	
CA 496 - Internship	3	
<b>Minor</b>	18	
<b>Electives</b>	2	
<b>Total Credit Hours for BA in Advertising and Public Relations</b>	<b>120</b>	

DECISION ITEM: H-6c

University of South Alabama, Bachelor of Arts in Digital Film and Television Production (CIP 50.0602)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Bachelor of Arts (BA) in Digital Film and Television Production.

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

**Implementation Date:** The proposed program will be implemented in Fall 2022. Based on Commission policy, the proposed program must be implemented by September 13, 2024, 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 2023-24 will be at least 10, based on the proposal.
2. That the annual average number of graduates for the period 2023-24 through 2028-29 (six-year average) will be 7.5, based on the adopted graduation requirements as stated in the Code of Alabama 16-5-8(a)(2).
3. That the existing BA in Communication (CIP 09.0101) continue to maintain viability in keeping with the requirements of Code of Alabama 16-5-8(a)(2).
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, including data on graduates' employment and acceptance into master's or doctoral programs.

The University of South Alabama (USA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2029.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. The proposed BA in Digital Film and Television Production will expand an existing concentration within the BA in Communication into a full program, utilizing existing faculty, courses and facilities.
2. The program will provide more specialized coursework specific to film and production and better prepare graduates for careers in the field.
3. The proposal contains several letters of support from local employers and supporters, including one pledging to establish an endowed scholarship for students in the proposed program.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of South Alabama proposal, dated April 1, 2021, with subsequent revisions. 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><i>INSTITUTION: University of South Alabama</i></b>								
<b><i>PROGRAM: BA in Digital Film and Television Production (CIP 50.0602)</i></b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$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>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$199,374	\$223,662	\$282,282	\$341,502	\$341,502	\$341,502	\$341,502	\$2,071,326
<b>TOTAL</b>	<b>\$199,374</b>	<b>\$223,662</b>	<b>\$282,282</b>	<b>\$341,502</b>	<b>\$341,502</b>	<b>\$341,502</b>	<b>\$341,502</b>	<b>\$2,071,326</b>
<b>ENROLLMENT PROJECTIONS</b>								
<b><i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i></b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	45	50	55	55	55	55	52.5
PART-TIME HEADCOUNT	Year 1 - No data reporting required	5	5	5	5	5	5	5
TOTAL HEADCOUNT	Year 1 - No data reporting required	50	55	60	60	60	60	57.5
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	9	10	10	10	10	11	10
<b>DEGREE COMPLETION PROJECTIONS</b>								
<b><i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i></b>								
	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	8	8	9	9	10	10	9

## Attachment 2

### Summary of Background Information

Bachelor of Arts in Digital Film and Television Production  
University of South Alabama

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

**Program Description:** Offered by the Department of Communication in USA's College of Arts and Sciences, the proposed BA in Digital Film and Television Production will convert an existing track in the BA in Communication into a full program. The creation of the program is designed to make students more professionally competitive after graduation through the inclusion of more specialized professional, technical, and theoretical training, particularly in the area of fiction filmmaking.

**Student Learning Outcomes:** Learning outcomes of the BA in Digital Film and Television Production include the following abilities:

1. Work in the various roles of film and TV crews: engage in group problem solving, use industry-standard processes in film production equipment operation, meet production deadlines, and develop industry contacts.
2. Understand film and TV production equipment, its use, and the cinematic language and aesthetics of moving image production: demonstrate knowledge of microphones, audio recorders, sound design, camera operation, lens properties, lighting instruments and dramatic use of lighting.
3. Understand the technology and art of film/video editing: learn editing software commonly used in the industry and the foundations of pacing through editing exercises and editing short films made in class.
4. Understand the process of film/TV production scheduling and budgeting: use scheduling and budgeting software to put together a realistic shooting schedule and budget, including equipment rental and crew salaries.
5. Understand the process of dramatic screenwriting/scriptwriting: analyze screenplay form and structure and write a screenplay.
6. Understand the historical development of film technique and genres: learn the artistic, technological and business evolution of the film industry as it has developed into the industry, practices and narrative techniques employed today.

**Administration:** The program will be administered by the College of Arts and Sciences, Dr. Andrzej Wierzbicki, Dean; and the Department of Communication, Dr. Pavica Sheldon, Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were submitted to the College and University Chief Academic Officers (CUCAO). One institution submitted a response indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The only other program in the Academic Program Inventory at the same level and CIP is offered by Jacksonville State University (BA in Film CIP 50.0602). Several Alabama institutions

offer film-related programs that are based in the discipline of communications and/or journalism, with coursework or concentrations in film/ media studies: University of Alabama, BA in Creative Media (CIP 09.0799); Auburn University, BA in Media Studies (CIP 09.0102); University of Montevallo, BS/BA in Mass Communication (CIP 09.0701) and minor in Digital Filmmaking; University of North Alabama, BFA in Cinematic Arts and Theatre, with concentration in Film Production (CIP 50.0501); and University of Alabama in Huntsville, BA in Communication Arts, with focus in Visual Media (CIP 09.0101).

**Relationship to Existing Programs:** USA currently offers a broad BA in Communication (CIP 09.0101) with 4 concentrations: Journalism, Digital Cinema and Television, Strategic Communication, and Communication Studies. USA is proposing to extend 3 of these concentrations to standalone degrees, including Digital Film and Television Production. Such a change will promote greater specialization and will enable students to pursue other Communication disciplines for their minor field.

**Collaboration:** USA is open to collaboration with other institutions.

**Accreditation:** No additional training or education is required for employment in this field.

**Admissions:** The program has no special admission requirements.

**Mode of Delivery:** The Department of Communication currently offers two film studies courses and several support courses online. Courses focusing on production skills require hands-on learning and will likely remain face-to-face for the near future.

**Curriculum:** The proposed program will not require the development of new coursework.

Program Completion Requirements:	
Credit hours required in program core courses	42
Credit hours required in general education or core curriculum	58
Credit hours required in minor discipline	18
Credit hours in free electives	2
Credit hours in required research	0
<b>Total credit hours required for completion</b>	<b>120</b>

All students must complete 18 credit hours in a minor discipline. The minor may be in another Communication field or in a separate discipline altogether. Full-time students will be able to complete the program in 8 semesters, while the length of time needed for part-time students will vary.

**Work-Based Learning:** Internships are encouraged and available, but not required.

**Industry Need:** Alabama has long sought to encourage film production within the state. One of the difficulties in attracting out-of-state firms to Alabama is the lack of local “support” talent to fill the positions that are not covered by employees traveling with the company. The proposed BA program will help meet that demand. USA conducted a survey of job openings with the owners of local television stations in the Mobile/ Pensacola market and found significant local and national demand: Nextar – 674 nationally with 26 in Alabama, Sinclair – 490 nationally with 4 in its Mobile and Pensacola stations, and Meredith – 191 nationally with 2 in Mobile.

The proposed BA program is designed to prepare graduates for employment in the following occupations as classified within the Standard Occupational Code (SOC) system:

- 1) Producers and Directors (SOC 27-2012, included on the 2021 In-Demand Occupations List)
- 2) Television, Video, and Film Camera Operators and Editors (SOC 27-4030)
- 3) Broadcast, Sound, and Lighting Technicians (SOC 27-4010)

**Student Demand:** Current Enrollment indicates demand for the proposed BA. In Fall 2020, 48 students were enrolled in the Digital Film and TV Production track, 60 in Fall 2019, and previous counts consist of between 43 and 76 students. Current courses consistently cap out at the enrollment limit. The existing numbers are already at a level that should sustain a full-fledged degree program. A survey of existing Communication students confirmed that respondents believe a BA in their field will make them more competitive than a general communication degree.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 2

Part-time: 1

Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

This program will utilize existing faculty and staff to support the program.

Assistantships: No assistantships will be offered for the proposed program.

Equipment: The equipment required for this program is already owned by the University and is being used for these courses. It will be replaced as needed due to age or condition.

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

Library: The Marx Library maintains a relevant, up-to-date, and comprehensive collection through the Social Sciences liaison librarian, in support of courses taught in USA's Department of Communication. The Library currently has 1659 print books and 1559 electronic books in film titles; 1504 print books and 2301 electronic books in television titles; and a film and television program collection of over 8,000 DVD's and access to another 30,000 through the Kanopy streaming service.

**Program Budget:** The proposal projected that no new funds will be required to support the proposed program over the first seven years. The program is expected to generate \$2,071,326 through tuition.

**Attachment 3**

University of South Alabama  
 Bachelor of Arts in Digital Film and TV Production

Course Number and Title	Number of Credit Hours	* If New Course
<b>Freshman Seminar (2 hrs.)</b>		
CAS 100	2	
<b>Written Composition (6 hrs.)</b>		
EH 101	3	
EH 102	3	
<b>Humanities and Fine Arts (21 hrs.)</b>		
CA 110	3	
Foreign Language Sequence (2-course sequence) LG 101 & 102; LG 111 & 112 or 113; LG 131 & 132 or 134; LG 151 & 152 or 153; LG 171 & 172 or 173; LGS 101 & 102; LGS 106 & 107; LGS 121 & 122; LGS 141 & 142. NO MORE THAN 6 HRS. FROM ONE DISCIPLINE FROM REMAINING REQUIREMENTS	6	
Choose one Fine Arts from ARH 100, 123, ARS 101, DRA 110, MUL 101	3	
Choose one Literature from the following EH 215, 216, 225, 226, 235 or 236	3	
Choose two courses (6 hrs.) from: AFR 101, AIS 105, ARH 100, 103, 123; ARS 101, 121, 123, 124; CA 222 DRA 110; EH 215, 216, 225, 226, 235, 236; MUL 101; PHL 110, 121, 131, 231, 240 or an intermediate foreign language	6	
<b>Natural Sciences and Mathematics (17 hrs.)</b>		
Students must choose one from: MA 110, 112, 113, 115, 120, 125, 126, 227, 237, 238	3	
3 from: AN 210; BLY 101 or 121, 102 or 122, CH 101, 103, 131 or 132; GEO 101, 102, GY 111, PH 101, 104, 114 or 201; Ph 115 or 202, <b>OR</b> select two sciences from above and one MA from: ST 210, or Math above 112 (except 201 and 202)	11	
Technology Requirement CIS 150	3	
<b>History, Social and Behavioral Sciences (12 hrs.)</b>		
Choose at least one HY. Courses must be chosen from at least one other discipline. <u>No more than 6hrs. From one discipline.</u> Select from AIS 201; AN 100, 101; CA 100, 211; ECO 215, 216; GEO 114, 115; GS 101, HY 101, 102, 135, 136, IS 100, PSC 130, PSY 120, 121, 250; SY 109, 112	12	

<b>Digital Film and TV Production (42 hrs.)</b>		
CA 101 Intro to Communication	3	
CA 220 Writing for Communication Media	3	
CA 240 Digital Film Production Basics	3	
CA 241 Introduction to TV Studio Production	3	
CA 320 Film and TV Scriptwriting	3	
CA 340 Video Field Production	3	
CA 341 Intermediate TV Studio Production	3	
CA 356 Digital Film Management	3	
CA 440 Advanced Video Field Production	3	
<b>Choose 1 of the following: (3 hours each)</b>	3	
CA 343 Film History		
CA 344 Film and TV Genres		
<b>Choose 4 of the following: (3 hours each)</b> CA 244 Radio Broadcasting, CA 275 Decision Making-Small Groups, CA 283 Chinese Film, 288 History of the Mass Media, CA 343 Film History (if not chosen above), CA 344 Film and TV Genres (if not chosen above), CA 357 Basic Film Production, CA 358 Digital Compositing, Animation and Graphics, CA 382 Photojournalism, CA 383 Digital Photography, CA 424-W Rhetorical Criticism, CA 441 Advanced TV Studio Production, CA 452 The News Documentary, CA 487 Tideline Agency, CA 496 Internship	12	
<b>Minor</b>	18	
<b>Electives</b>	2	
<b>Total Credit Hours for BA in Digital Film and TV Production</b>	<b>120</b>	

DECISION ITEM: H-7a

Drake State Community and Technical College, Associate of Applied Science and Certificate in Childcare and Development (CIP 19.0708)

Staff Presenter:

Ms. Kristan White  
Academic Program Analyst

Staff Recommendation:

That the Commission approve the proposed AAS and Certificate in Childcare and Development.

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

**Implementation Date:** The proposed program will be implemented Fall 2021. Based on Commission policy, the proposed program must be implemented by September 13, 2023, 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 2022-23 will be at least 8, based on the proposal.
2. That the annual average number of graduates for the period 2023-24 through 2027-28 (five-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (a)(2).
3. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal, including data on related employment and/or acceptance into a baccalaureate program.

Drake State Community and Technical College (DRA) 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, 2028.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. This program will help meet high industry demand for childcare workers who are trained and certified, as this is a high turnover occupation.
2. DRA's service area is experiencing significant growth due to big businesses like Mazda Toyota and Google Fiber, among others, creating new opportunities for day care workers and preschool teachers.
3. This proposal includes two letters of support from the Excel Academy (industry partner) and UAH College of Education (higher education partner).

Supporting Documentation:

1. New Academic Degree Program Application Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Drake State Community and Technical College proposal, dated May 5, 2021, with supplementary information. 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> Drake State Community and Technical College								
<b>PROGRAM:</b> Associate of Applied Science and Certificate in Childcare and Development (CIP 19.0708)								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
FACULTY	\$14,040	\$14,040	\$28,080	\$28,080	\$60,000	\$60,000	\$60,000	\$264,240
LIBRARY	\$2,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$3,000
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	\$10,000	\$1,700	\$1,700	\$13,400
<b>TOTAL</b>	\$16,040	\$15,040	\$28,080	\$28,080	\$70,000	\$61,700	\$61,700	\$280,640
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$43,470	\$43,470	\$43,470	\$43,470	\$43,470	\$55,545	\$55,545	\$328,440
<b>TOTAL</b>	\$43,470	\$43,470	\$43,470	\$43,470	\$43,470	\$55,545	\$55,545	\$328,440
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	10	10	15	15	20	20	15
PART-TIME HEADCOUNT	Year 1 - No data reporting required	6	6	6	6	6	6	6
TOTAL HEADCOUNT	Year 1 - No data reporting required	16	16	21	21	26	26	21
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	8	8	8	8	8	9	8
<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>								
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	8	8	8	8	8	8

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

Drake State Community and Technical College  
Associate of Applied Science and Certificate in Childcare and Development (CIP 19.0708)

**Program Description/Objectives:** The proposed AAS and Certificate in Childcare and Development will provide training in child care and development for day care teachers, aides and others who wish to pursue careers as day care or nursery school teachers, Head Start professionals, etc. This program consists of courses offered on-demand during the evening hours to accommodate the needs of working students. Graduates will have the knowledge and skills needed to meet the minimum requirements of Alabama Head Start and Child Care Standards, and to take the Child Development Associate (CDA) certification exam and enter the workforce directly after completion.

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

**Mode of Delivery:** The program will be delivered via face-to-face instruction with the possibility of developing some hybrid courses. It is expected that all classes will utilize online supplemental materials. Students will also complete a 9-credit hour practicum in a childcare facility.

**Similar Programs:** While there are many AAS programs in child development at the same CIP Code throughout the state, this will be the only one serving Jackson County. DRA is also exploring partnerships with AAMU and UAH to ensure smooth transition for students who wish to continue onto a bachelor's degree in early childhood development. The labs and childcare classrooms at those institutions will also be used by DRA students and other shared services are in negotiation.

**Relationship to Existing Offerings:** The proposed program will be offered under the umbrella of the education division and builds on two existing short-term certificates (STCs): Childcare and Development (CIP 19.0708) and Child Development Associate (CIP 19.0708). The proposed AAS and Certificate will offer seven new courses and share the following courses with the STC: CHD100 Introduction to Early Care and Education of Children; CHD201 Child Growth and Development Principles; CHD203 Children's Literature; CHD204 Methods and Materials for Teaching Children; and CHD205 Program Planning for Educating Young Children.

**Professional Licensure/Certification:** DRA intends to seek accreditation for the AAS program through the National Association for the Education of Young Children (NAEYC). Graduates will be eligible to take the Child Development Associate (CDA) certification exam and will also be eligible for the leadership in childcare scholarship offered by ACCS, which includes reimbursement for CDA credential fees.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Industry Need:** The college's service area is experiencing tremendous growth due to big businesses such as Mazda Toyota and Google Fiber creating new jobs. As a result, service industries, like day cares, and pre-schools, will also experience growth due to the population influx. The proposed program is designed to prepare graduates for employment as preschool and kindergarten teachers (SOC 25-2010/25-2011). The demand for childcare workers is projected to grow by 2% over the next ten years. According to the Occupational Outlook Handbook. The demand for preschools and childcare facilities will remain high because working parents and guardians will continue to need childcare workers, and early childhood education is increasingly being recognized as important for a child's intellectual and emotional development.

**Program Budget:** The proposal projects that \$280,640 in new funds will be required to support the proposed program over the first seven years. This includes \$264,240 for faculty (one adjunct per

semester for the first 2 years, 2 adjuncts for years 3-4, and 3 adjuncts for years 5-7); \$13,400 in accreditation fees and expenses (\$10,00 in year five and \$1,700 each in years six and seven); and \$3,000 over the first two years to purchase additional library resources. The program is expected to generate \$328,440 through tuition. The college will apply for Title IV and other financial aid approval for students and funding through grants, including Title III, to develop the program. Instructors will be funded through general funds.

**Attachment 3**

Drake State Community and Technical College  
 Associate of Applied Science and Certificate in Childcare Development (CIP 19.0708)

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>*If New Course</b>
GENERAL EDUCATION (21 HOURS)		
ORI101 ORIENTATION TO THE COLLEGE	1	
BSS220	1	
ENG101 ENGLISH COMPOSITION I	3	
ENG102 ENGLISH COMPOSITION II	3	
ART100 OR OTHER AREA II	3	
MTH100 INTERMEDIATE COLLEGE ALGEBRA	3	
BIO103 INTRODUCTION TO BIOLOGY	4	
PSY210 HUMAN GROWTH AND DEVELOPMENT	3	
MAJOR COURSES (40 HOURS)		
CHD100 INTRODUCTION OF EARLY CARE AND EDUCATION OF CHILDREN	3	
CHD201 CHILD GROWTH AND DEVELOPMENT PRINCIPLES	3	
CHD203 CHILDREN'S LITERATURE AND LANGUAGE DEVELOPMENT	3	
CHD204 METHODS AND MATERIALS FOR TEACHING CHILDREN	3	
CHD205 PROGRAM PLANNING FOR EDUCATING YOUNG CHILDREN	3	
CHD206 CHILDREN'S HEALTH AND SAFETY	3	*
CHD210 EDUCATING EXCEPTIONAL CHILDREN	3	*
CHD211 CHILD DEVELOPMENT SEMINAR	1	*
CHD213 CHILD DEVELOPMENT TRENDS SEMINAR	3	*
CHD214 FAMILIES AND COMMUNITIES IN EARLY CARE AND EDUCATION PROGRAMS	3	*
CHD215 SUPERVISED PRACTICAL EXPERIENCE IN CHILD DEVELOPMENT	3	*
CHD219 SUPERVISED PRACTICAL EXPERIENCE	9	*
ELECTIVES (9 HOURS)		
CIS146 (RECOMMENDED BY ADVISORY)	3	
HISTORY (ADVISORY RECOMMENDATION)	3	
ORAL COMMUNICATION (ADVISORY RECOMMENDATION)	3	
<b>Total Hours Required for Degree</b>	<b>70</b>	

DECISION ITEM: H-7b

Drake State Community and Technical College, Associate of Applied Science and Certificate in Building Construction Technology (CIP 46.0415)

Staff Presenter:

Ms. Kristan White  
Academic Program Analyst

Staff Recommendation:

That the Commission approve the proposed AAS and Certificate in Building Construction Technology.

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

**Implementation Date:** The proposed program will be implemented Fall 2021. Based on Commission policy, the proposed program must be implemented by September 13, 2023, 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 2022-23 will be at least 8, based on the proposal.
2. That the annual average number of graduates for the period 2023-24 through 2027-28 (five-year average) will be at least 7.5, based on the adopted graduation rates as stated in the Code of Alabama 16-5-8 (a)(2).
3. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal, including data on related employment and/or acceptance into a baccalaureate program.

Drake State Community and Technical College (DRA) 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, 2028.

Background:

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.

Staff recommendation for approval is based on the following rationale:

1. This program will help meet high industry demand for construction trades workers and laborers, which appear on Alabama's Statewide In-Demand Occupations List.
2. The College's service area is experiencing significant growth due to big businesses like Mazda Toyota and Google Fiber, among others, creating new jobs.
3. This proposal includes letters of support from the following industry partners and future employers: Lee Company, Turner Construction, and Alabama Associated General Contractors.

Supporting Documentation:

1. New Academic Degree Program Application Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Drake State Community and Technical College proposal, dated May 5, 2021, with supplementary information. 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> Drake State Community and Technical College								
<b>PROGRAM:</b> Associate of Applied Science and Certificate in Building Construction Technology (CIP 46.0415)								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
FACULTY	\$14,040	\$14,040	\$28,080	\$28,080	\$60,000	\$60,000	\$60,000	\$264,240
LIBRARY	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$2,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0	\$55,000
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>\$70,040</b>	<b>\$15,040</b>	<b>\$28,080</b>	<b>\$28,080</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$321,240</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	TOTAL
INTERNAL REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
TUITION	\$43,470	\$43,470	\$43,470	\$43,470	\$43,470	\$55,545	\$55,545	\$328,440
<b>TOTAL</b>	<b>\$83,470</b>	<b>\$43,470</b>	<b>\$43,470</b>	<b>\$43,470</b>	<b>\$43,470</b>	<b>\$55,545</b>	<b>\$55,545</b>	<b>\$368,440</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	10	10	15	15	20	20	15
PART-TIME HEADCOUNT	Year 1 - No data reporting required	6	6	6	6	6	6	6
TOTAL HEADCOUNT	Year 1 - No data reporting required	16	16	21	21	26	26	21
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	8	8	8	8	8	9	8
<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>								
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	8	8	8	8	8	8

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

Drake State Community and Technical College  
Associate of Applied Science and Certificate in Building Construction Technology (CIP 46.0415)

**Program Description/Objectives:** The proposed AAS and Certificate in Building Construction Technology will prepare individuals to apply technical knowledge and skills to residential and commercial building construction and remodeling. The program includes instruction in construction equipment and safety; site preparation and layout; construction estimating; blueprint reading; building codes; framing; heating, ventilation, and air conditioning; electrical and mechanical systems; interior and exterior finishing; and plumbing. Students will gain the knowledge, skills, abilities, and certifications/licensure necessary to gain employment in building construction trades.

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

**Mode of Delivery:** The program will be delivered via face-to-face instruction, with the possibility of developing some hybrid courses. It is expected that all classes will utilize online supplemental materials.

**Similar Programs:** Currently, Lawson State Community College offers an AAS in Building Construction (CIP 46.0499). Northeast Alabama Community College will begin offering a Building Construction Technology program (CIP 46.0415) in Fall 2021.

**Relationship to Existing Offerings:** The proposed program will relate to the college's Advanced Manufacturing Technology program (CIP 15.0613), which includes Electrical Technology, Engineering Graphics Technology, Machine Tool Technology, Mechatronics Technology, Welding Technology, and Heating and Air Conditioning Technology. Students in the new program will take specific classes within existing programs, such as construction wiring and National Electric Code (in Electrical Technology).

**Professional Licensure/Certification:** DRA is currently approved as an Accredited Training and Education Facility by the National Center for Construction Education and Research (NCCER) and OSHA 10. DRA will seek additional business and industry credentials for each option of this program as appropriate and work with certification boards to assure that graduates are eligible to sit for certification exams. Students who enroll in the program will be notified when they are eligible for certifications. DRA will pursue workforce grant funding to assist with the cost of certification.

**Public Review:** The program was posted on the Commission website from July 19, 2021 to August 7, 2021 (twenty days) for public review and comments. No comments were received.

**Industry Need:** The proposed program is designed to prepare graduates for employment as Construction Trades Workers and Construction Laborers (SOC 47-2000/47-2061), which are included on the 2021 Statewide In-Demand Occupations list. DRA regularly receives contact from owners of local construction companies about the difficulties in finding qualified employees at all levels, from entry-level to project superintendents. Through further discussions with these businesses, needs were identified, and several non-credit and short-term programs were developed in carpentry. While these programs have operated and been successful, DRA is in the process of developing comprehensive training, work-based learning, and apprenticeships. Local construction companies have indicated their interest in hiring program graduates. The program will offer options as well as a number of stackable short-term certificates.

**Program Budget:** The proposal projects that \$321,240 in new funds will be required to support the proposed program over the first seven years. This includes \$264,240 for faculty; \$55,000 in first-year equipment costs; and \$2,000 over the first two years to purchase additional library resources. The program will also have part-time weekly staff support as it grows. The program is expected to generate \$328,440 through tuition.

**Attachment 3**

Drake State Community and Technical College  
 Associate of Applied Science and Certificate in Building Construction Technology (CIP 46.0415)

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>*If New Course</b>
<b>GENERAL EDUCATION (20 HOURS)</b>		
ORI101 ORIENTATION TO THE COLLEGE	1	
BSS220 PROFESSIONAL TRANSITIONS	1	
ENG101 ENGLISH COMPOSITION I	3	
ART100 OR OTHER AREA II	3	
SPH107 FUNDAMENTALS OF PUBLIC SPEAKING	3	
MTH100 INTERMEDIATE COLLEGE ALGEBRA	3	
MTH112 PRECALCULUS ALGEBRA	3	
PSY200 OR ANOTHER APPROPRIATE COURSE	3	
<b>PRE-PROFESSIONAL MAJOR COURSES (37 HOURS)</b>		
BUC110 BASIC CONSTRUCTION TOOLS AND MATERIALS	3	
BUC113 BASIC CONSTRUCTION PRINT READING	3	
BUC115 ROOF AND CEILING FRAMING	3	
BUC121 FLOORS AND WALLS FRAMING	3	
BUC133 BUILDING CODES	3	
BUC140 CONSTRUCTION ESTIMATING	3	
BUC 141 ON-GRADE CONCRETE APPLICATIONS	3	
BUC150 HOMEBUILDERS LICENSE EXAM REVIEW	3	
CMT101 CONSTRUCTION MATERIALS AND METHODS	3	
CMT106 CONSTRUCTION ESTIMATING	3	
CMT114 CONSTRUCTION SAFETY OSHA	1	
CMT208 PROJECT PLANNING AND SCHEDULING	3	
DDT113 BLUEPRINT READING	3	
<b>ELECTIVES (12 HOURS)</b>		
ADM 102 COMPUTER-AIDED DESIGN	3	
BUC 112 CONSTRUCTION MEASUREMENTS & CALCULATIONS	3	
CMT 170 HVAC SYSTEMS	3	
CMT 175 ELECTRICAL & PLUMBING SYSTEMS	3	
<b>Total Hours Required for Degree</b>	<b>69</b>	

**INFORMATION ITEM: I-1**

Distribution of 2021-2022 Alabama Student Assistance Program (ASAP) Funds

Staff Presenter:

Mrs. Cheryl Newton  
Manager of Grants and Scholarships

Staff Recommendation:

For information only.

Background:

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 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 2021-2022 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, 2022 – 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. 2021-2022 Alabama Student Assistance Program Institutional Distribution of State Funds. Attached.







**INFORMATION ITEM: I-2**

Implementation of Non-Degree Programs at Senior Institutions

Staff Presenter:

Ms. Kristan White  
Academic Program Review Analyst

Staff Recommendation:

For information only.

Background:

Commission guidelines state that non-degree programs of senior institutions, including pre-baccalaureate, post-baccalaureate, and post-master's certificates, do not require Commission approval, but they must be reported to the Commission prior to implementation.

In accordance with these guidelines, the following institutions have sent notification regarding the non-degree programs indicated, with further details in the attached summary:

**Athens State University**

- Undergraduate Certificate: Advanced Manufacturing Management (CIP 52.0205, Level 1)

**Auburn University**

- Graduate Certificate: Economic Development (CIP 45.0604, Level 6)

**University of Alabama at Birmingham**

- Undergraduate Certificate: Social Science Research Methods (CIP 45.0101, Level 1)

**University of North Alabama**

- Graduate Certificate: Advanced GIS (CIP 45.0702, Level 6)

Supporting Documentation:

1. Summary of Proposed Non-Degree Programs at Senior Institutions, attached.
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.

**Attachment 1**

**Summary of Proposed Non-Degree Programs at Senior Institutions**

**ATHENS STATE UNIVERSITY (ATSU)**

**Undergraduate Certificate: Advanced Manufacturing Management (CIP 52.0205, Level 1)**

Offered by the College of Business, the Undergraduate Certificate in Advanced Manufacturing Management is designed to provide students with knowledge they can apply to problem-solving skills through their practical cases, such as the strategic management of advanced manufacturing technologies, the leadership for decision-making, design for operations management, and digital transformation. The manufacturing industries are transforming by advanced automation technologies and innovative processes, and Huntsville has become a major hub for manufacturing in the State. This certificate will fit the needs of local industry by teaching students to develop their own professional skills without pursuing the undergraduate degree. This certificate requires at least 15 credit hours, including a written capstone project, MG 430-Project Management Practicum.

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**AUBURN UNIVERSITY (AU)**

**Graduate Certificate: Economic Development (CIP 45.0604, Level 6)**

Offered by the Department of Political Science in the College of Liberal Arts, the Graduate Certificate in Economic Development is designed to provide specialization in the theories and practice of economic development, primarily within the US and Alabama. Students completing the certificate will be able to apply strategies for economic development, understand challenges and trends in economic development, and develop partnerships and collaborations for economic development. The certificate represents an interdisciplinary partnership between faculty and staff in the Master of Public Administration (MPA) program, the Government and Economic Development Institute (GEDI), and areas such as Agricultural Economics, Community Planning, and Rural Sociology. The certificate requires 3 credit hours of POLI 7700 Economic Development and Competition and 9 credit hours of elective courses for a total of 12 semester hours.

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**UNIVERSITY OF ALABAMA AT BIRMINGHAM (UAB)**

**Undergraduate Certificate: Social Sciences Research Methods (CIP 45.0101, Level 1)**

Offered by the College of Arts and Sciences, the Undergraduate Certificate in Social Sciences Research Methods is designed to fill a current demand for undergraduate students who are better prepared for graduate school or who wish to find employment in introductory research. This certificate program will provide the undergraduate student with the foundational understanding, design, and implementation of data collection in social science research, including quantitative, qualitative, mixed-methods, and community engagement. The Certificate is an innovative program providing an organized curriculum for undergraduate students in advanced research methodologies, preparing students for graduate school at one of UAB's R1 programs, and/or the workforce in applied research fields. The Certificate is innovative in that it creates a multidisciplinary curriculum that focuses on research methodologies and provides multidisciplinary training in that area. Students are required to complete 3 credit hours in Foundations in Research Methods courses, 6 credit hours in Advanced Data Collection courses, and 6 credit hours in Advanced Data Analysis courses for a total of 15 semester hours.

**UNIVERSITY OF NORTH ALABAMA (UNA)**

**Graduate Certificate: Advanced Geographic Information Systems (GIS) (CIP 45.0702, Level 6)**

Offered by the Department of Geography in the College of Arts, Sciences, and Engineering, the Graduate Certificate in Advanced Geographic Information Systems will be tailored to geospatial technologies and data analytics at an advanced level for post-baccalaureate students who have extensive experience with GIS technologies. Geospatial technologies are revolutionizing everything from tracking hurricanes, earthquakes, and erosion to urban planning. This is creating a strong demand across many industries for professionals with the appropriate skills required to generate insightful analytics from geospatial data to solve real world problems. This post-baccalaureate certificate will enhance students' understanding of geographic data, analytics, programming, geospatial modeling and map design to address real-world applications at an advanced level. Students will be able to apply advanced GIS knowledge and skills to gather and analyze actionable information that supports professional work or research problem solving. Courses focus on the application of geospatial technology to a variety of fields including biology, forestry, geology, hazards management, business, city and regional planning, transportation planning, marketing and software development within the GIS industry. Students are required to complete 6 core credit hours and 6 elective hours for a total of 12 semester hours.

INFORMATION ITEM: I-3

Implementation of New Short Certificate Programs (Less than 30 Semester Hours)

Staff Presenter:

Ms. Kristan White  
Academic Program Analyst

Staff Recommendation:

For information only.

Background:

The Alabama Community College System (ACCS) 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.

<b><u>Bevill State Community College</u></b>	<u>CIP Code</u>
Welding w/emp in Pipefitting	48.0508
<b><u>Enterprise State Community College</u></b>	<u>CIP Code</u>
Industrial Maintenance w/emp in CNC Operator/Programmer	47.0303
<b><u>Gadsden State Community College</u></b>	<u>CIP Code</u>
Machine Tool Technology w/emp in Additive Manufacturing	48.0507
Computer Information Science w/emp in Cyber Security Technology	11.0101
<b><u>Shelton State Community College</u></b>	<u>CIP Code</u>
Child Development	19.0708
<b><u>Snead State Community College</u></b>	<u>CIP Code</u>
General Education	24.0102
<b><u>Trenholm State Community College</u></b>	<u>CIP Code</u>
Advanced Manufacturing w/emp in Manufacturing Technician	15.0613
<b><u>Wallace State Community College (Hanceville)</u></b>	<u>CIP Code</u>
Health Information Technology w/emp in Health Information	51.0707

**INFORMATION ITEM: I-4**

Changes to the Academic Program Inventory

Staff Presenter:

Ms. Kristan White  
Academic Program Analyst

Staff Recommendation:

For information only.

Background:

Alabama Administrative Code, Chapter 300-2-1-.06, "Reasonable Extensions and Alterations of Existing Units of Instruction," provides that an institution may request changes to its program offerings within the Academic Program Inventory. Changes that are considered both "reasonable" and "non-substantive" are submitted as information items not requiring Commission approval. Substantive changes, however, require Commission approval.

Non-substantive changes include the following: 1) changes in program titles or CIP codes or degree nomenclatures at the same level (except doctoral, which is always considered substantive), provided that no changes in program requirements, content, or objectives are made, and provided that 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. Proposed changes to Academic Program Inventory, attached.
2. Academic Program Inventory. Available on the Commission's Website: [www.ache.edu](http://www.ache.edu).
3. "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.
4. Written unpublished documentation provided by the institutions. Available upon request.

**Attachment 1**

**Proposed Changes to the Academic Program Inventory**

**A. 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.

**Four-Year Institutions**

University of Alabama	<del>52.0604</del> 45.0601	<del>Economics, BSCBA/BA</del> Economics, BS/BA
University of North Alabama	<del>31.9999</del> 31.0505	<del>Health and Human Performance, MS</del> Exercise Science and Health Promotion, MS
University of North Alabama	19.0901	<del>BS in Fashion Merchandising and Design</del> BS – Fashion Merchandising and Design

**B. 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.

**Four-Year Institutions**

Athens State University	45.1001	Bachelor of Science/ Bachelor of Arts in Political Science
University of Alabama	22.0203	Doctor of Juridical Science

**Two-Year Institutions**

Lurleen B. Wallace Community College	15.0501	Certificate in Air Conditioning and Refrigeration
Northeast Alabama Community College	47.0201	Associate of Applied Science and Certificate in Air Conditioning and Refrigeration
Shelton State Community College	52.0203	Associate of Applied Science and Certificate in Logistics/Supply Chain Management
Wallace State Community College (Selma)	47.0201	Associate of Applied Science and Certificate in Health Information Technology

**C. Programs Placed on Inactive Status**

None

INFORMATION ITEM: I-5

Extensions/Alterations to Existing Programs of Instruction

Staff Presenter:

Ms. Kristan White  
Academic Program 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, 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. Proposed Non-Substantive Extensions and Alterations to Existing Programs of Instruction, attached.
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 Non-Substantive Extensions and Alterations to Existing Programs of Instruction**

**Four-Year Institutions**

**Alabama A&M University**

1. Addition of a Concentration in Logistics to the Existing MBA in Business Management and Administration (CIP 52.0201)
2. Addition of a Concentration in Human Resource Management to the Existing MBA in Business Management and Administration (CIP 52.0201)

**Auburn University**

1. Addition of a Non-Thesis Option in Marriage and Family Therapy to the Existing MS in Human Development and Family Science (CIP 19.0799)

**Troy University**

1. Addition of an Interdisciplinary Option to the Existing BAS in Resource and Technology Management (CIP 52.0216)
2. Addition of a Specialized Technical Option to the Existing BAS in Resource and Technology Management (CIP 52.0216)
3. Addition of a Concentration in Geography to the Existing BS in Geographic Information Systems (CIP 45.0702)
4. Addition of a Concentration in Geographic Information Sciences (GIS) to the Existing BS in Geographic Information Systems (CIP 45.0702)

**University of Alabama**

1. Addition of a Concentration in Digital Communication to the Existing BACom in Public Relations (CIP 09.0902)
2. Addition of a Concentration in Integrated Channel Planning to the Existing BACom in Advertising (CIP 09.0903)
3. Addition of a Concentration in Brand Management to the Existing BACom in Advertising (CIP 09.0903)
4. Addition of a Concentration in Advertising Creative to the Existing BACom in Advertising (CIP 09.0903)
5. Addition of a Concentration in Digital, Public, and Professional Writing to the Existing BA in English (CIP 23.0101)

**University of West Alabama**

1. Addition of a Concentration in Maintenance to the Existing AAS in Industrial Maintenance (CIP 47.0303)
2. Addition of a Concentration in Welding to the Existing AAS in Industrial Maintenance (CIP 47.0303)
3. Addition of a Concentration in International Business to the Existing MBA in Business (CIP 52.0201)

**Alabama Community College System**

**Bishop State Community College**

1. Addition of an Option in Steel/Aluminum Welding Technology to the Existing AAS in Advanced Manufacturing (CIP 15.0613)
2. Addition of an Option in Pipe Welding Technology to the Existing AAS in Advanced Manufacturing (CIP 15.0613)

**Calhoun Community College**

1. Addition of an Option in Basic Horticulture to the Existing AAS in Horticulture (CIP 01.0601)
2. Addition of an Option in Engineering Design Technology to the Existing AAS in Advanced Manufacturing (CIP 15.0613)
3. Addition of an Option in Welding Technology to the Existing AAS in Advanced Manufacturing (CIP 15.0613)
4. Addition of an Option in Design Drafting Technology: Civil to the Existing AAS in Advanced Manufacturing (CIP 15.0613)
5. Addition of an Option in Industrial and Residential Fabrication to the Existing AAS in Advanced Manufacturing (CIP 15.0613)
6. Addition of an Option in Architectural Design to the Existing AAS in Advanced Manufacturing (CIP 15.0613)

**Trenholm State Community College**

1. Addition of a Certificate (Level 2) to the existing AAS in Culinary Arts (CIP 12.0503)

**Wallace State Community College (Hanceville)**

1. Addition of an Option in Data Analytics to the Existing AAS in Computer Information Systems (CIP 11.0101)

**Wallace State Community College (Hanceville)** *continued*

2. Addition of an Option in Cloud Computing to the Existing AAS in Computer Information Systems (CIP 11.0101)
3. Addition of an Option in Artificial Intelligence to the Existing AAS in Computer Information Systems (CIP 11.0101)
4. Addition of an Option in Data Management to the Existing AAS in Health Information Technology (CIP 51.0707)
5. Addition of an Option in Revenue Cycle Management to the Existing AAS in Health Information Technology (CIP 51.0707)
6. Addition of an Option in Medical Scribe to the Existing Certificate in Health Information Technology (CIP 51.0707)
7. Addition of an Option in Logistics Management to the Existing AAS in Business Management and Supervision (CIP 52.0201)
8. Addition of an Option in Banking and Finance to the Existing AAS in Business Management and Supervision (CIP 52.0201)

**INFORMATION ITEM: I-6**

Updates to Units of Instruction, Research, Public Service, and Administration

Staff Presenter:

Ms. Kristan White  
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), a department is 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. Establishment or changes to units of administration, research, or public service, are also considered non-substantive.

ACHE staff has reviewed the submissions included in Attachment 1 as non-substantive changes to institutional units.

Supporting Documentation:

1. Proposed Non-substantive Updates to Institutional Units, attached.
2. Definitions Recognized by the Commission," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.01. Available upon request.
3. "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.
4. Written unpublished documentation provided by the institutions. Available upon request.

**Attachment 1**

**Proposed Non-Substantive Updates to Institutional Units**

A. Establishment of Units

- University of Alabama, Establishment of the Global Water Security Center as a New Unit of Research
- University of Alabama, Establishment of the Manufacturing at the Point-of-Need (MPN) Center as a New Unit of Research

B. Unit Name Changes

- University of North Alabama, Change in the Name of the College of Arts and Sciences to the College of Arts, Sciences, and Engineering

C. Reorganization of Units

None

D. Dissolution of Units

None

INFORMATION ITEM: I-7

Summary of Post-Implementation Reports

Staff Presenter:

Ms. Kristan White  
Academic Program Analyst

Staff Recommendation:

For information only.

Background:

Programs that met post-implementation conditions:

- Gadsden State Community College, Associate of Applied Science and Certificate in Salon and Spa Management (CIP 12.0412)
- Jacksonville State University, Master of Science in Instructional Technology (CIP 13.0501)
- Shelton State Community College, Associate of Applied Science in Auto Mechanics (CIP 47.0604)
- University of South Alabama, Master of Science in Sport Management (CIP 31.0504)

Programs that did not meet post-implementation conditions:

- None

Supporting Documentation:

1. Unpublished post-implementation reports submitted by the institutions. Available upon request.
2. Summary of Reports on Post-Implementation Conditions, attached.

**a) Summary of Reports on Programs that Met Post-Implementation Conditions**

**Gadsden State Community College  
 Associate of Applied Science and Certificate in Salon and Spa Management (CIP 12.0412)  
 MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 4, 2015

Proposed Implementation Date: Spring 2016

Actual Implementation Date: Spring 2016

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning in 2016-17 through 2020-21 (five-year average) will be at least 10, based on the proposal.
2. That the average number of graduates for the academic years 2016-17 through 2020-21 (five-year average) will be at least 7.5, based on the state minimum requirement.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in acceptance to a baccalaureate program.
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.

Associate of Applied Science and Cert in Salon and Spa Management (CIP 12.0412)	Average New Enrollment Headcount 2016-17 through 2020-21	Average Number of Graduates, 2016-17 through and 2020-21	Percentage of Graduates Employed in The Field
Required	10	7.5	75%
Reported	80	28	61.7%
	Exceeded	Exceeded	Info only

Condition 1: Enrollment condition met.

Condition 2: Graduate condition met.

Condition 3: Employment or continuing education condition was not met, though this condition is now for information only. Of the students that could be reached, 87 of 141 obtained employment in the field. In the last reporting cycle of this report, COVID was a great factor in the unemployment of graduates in the field. Most salons were shut down and have only begun resuming normal business hours in recent months.

Condition 4: Assessment condition met.

**Jacksonville State University**  
**Master of Science in Instructional Technology (CIP 13.0501)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: March 11, 2016

Proposed Implementation Date: August 2016

Actual Implementation Date: August 2016

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning in 2016-17 through 2020-21 (five-year average) will be at least 8, based on the proposal.
2. That the annual average number of graduates for the academic years 2016–2017 through 2020–21 (five-year average) will be at least 3.75, based on the state minimum requirement.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in acceptance to graduate school.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Master of Science in Instructional Technology (CIP 13.0501)	Average New Enrollment Headcount 2016-17 through 2020-21	Average Number of Graduates between 2016-17 and 2020-21	Percentage of Graduates Employed in The Field
Required	8	3.75	75%
Reported	14.4	8	97.5%
	Exceeded	Exceeded	Info only

Condition 1: Enrollment condition met.

Condition 2: Graduate condition met.

Condition 3: Employment or continuing education condition was met, though this condition is now for information only.

Condition 4: Assessment condition met.

**Shelton State Community College**  
**Associate of Applied Science in Auto Mechanics (CIP 47.0604)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: March 11, 2016

Proposed Implementation Date: 2016-2017

Actual Implementation Date: 2016-2017

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning in 2016-17 through 2020-21 (five-year average) will be at least 6, based on the proposal.
2. That the annual average number of graduates for the academic years 2017–2018 through 2020–21 (four-year average) will be at least 7.5, based on the state minimum requirement.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in acceptance to a baccalaureate program.
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.

Associate of Science in Auto Mechanics (CIP 47.0604)	Average New Enrollment Headcount 2016-17 through 2020-21	Average Number of Graduates between 2017-18 and 2020-21	Percentage of Graduates Employed in The Field
Required	6	7.5	75%
Reported	38.8	16.5	88%
	Exceeded	Exceeded	Info only

Condition 1: Enrollment condition met.

Condition 2: Graduate condition met.

Condition 3: Employment or continuing education condition was met, though this condition is now for information only.

Condition 4: Assessment condition met.

**University of South Alabama**  
**Master of Science in Sport Management (CIP 31.0504)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: September 11, 2015

Proposed Implementation Date: Fall 2016

Actual Implementation Date: Fall 2016

Post-Implementation Conditions:

1. That the annual average new enrollment headcount beginning in 2016-17 through 2020-21 (five-year average) will be at least 10, based on the proposal.
2. That the annual average number of graduates for the academic years 2017–2018 through 2020–21 (four-year average) will be at least 3.75, based on the state minimum requirement.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or in acceptance to graduate school.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Master of Science in Sport Management (CIP 31.0504)	Average New Enrollment Headcount 2016-17 through 2020-21	Average Number of Graduates between 2017-18 and 2020-21	Percentage of Graduates Employed in The Field
Required	10	3.75	75%
Reported	26	12.5	82%
	Exceeded	Exceeded	Info only

Condition 1: Enrollment condition met.

Condition 2: Graduate condition met.

Condition 3: Employment or continuing education condition was met, though this condition is now for information only.

Condition 4: Assessment condition met.

**b) Summary of Reports on Programs that Did Not Meet Post-Implementation Conditions**

**None**