

Alabama Commission on Higher Education  
RSA Union Building, 100 North Union Street, Room 782  
Montgomery, Alabama 36104  
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## COMMISSION MEETING

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

**December 8, 2023**  
**10:00 a.m.**

Public Zoom Option for Meeting:

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# AGENDA

## ALABAMA COMMISSION ON HIGHER EDUCATION

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

**December 8, 2023**  
**10:00 AM**

- I. Call to Order / Prayer/ Pledge of Allegiance
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- V. Chairman’s Report  
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  - Committee Appointments FY 2023-24
- VI. Executive Director’s Report  
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  - Retirement Resolution for Mrs. Subrena Simpkins
- VII. Discussion Items
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**IX. Adjournment**

## ALABAMA COMMISSION ON HIGHER EDUCATION

### MINUTES OF MEETING September 8, 2023

#### I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, September 8, 2023, at Jacksonville State University, 700 Pelham Road North, Meehan Hall 5<sup>th</sup> floor, Jacksonville, AL 36265. Commissioner Bouldin called the meeting to order at 10:00 a.m. Commissioner Buntin opened the meeting with a prayer. Commissioner Bouldin 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 Buntin, Stan Nelson, Amy Price, Ann Sirmon, Larry Turner, Norman Crow, Miranda Bouldin, Timothy Gyan, Paul Kennedy, Rod Scott, and Jody Singleton.

#### III. Welcome Remarks

Dr. Don Killingsworth, President of Jacksonville State University (JSU), welcomed the Commissioners, staff, and college representatives to the JSU campus. He acknowledged they were happy to host the campus tours and provide a performance by the JSU Marching Southerners band for the commissioners/staff, encouraging ACHE to continue to have meetings at other institutions. He mentioned JSU will have the largest enrollment in history this fall, and he also discussed infrastructure improvements on the campus. Dr. Killingsworth thanked Jacinta Whitehurst of ACHE, Stacey Stone of JSU, and DeLane Hodge of JSU.

Commissioner Buntin personally thanked Dr. Don Killingsworth and the JSU staff for hosting the commission meeting and the activities prior to the meeting, including the campus tour in which he learned so much more about the institution, and the wonderful evening reception.

Commissioner Bouldin also mentioned her appreciation for Dr. Don Killingsworth and the staff for a wonderful experience.

#### IV. Approval of Agenda

RESOLVED: Commissioner Price moved to adopt the published agenda for the September 8, 2023 meeting. Commissioner Buntin seconded. The agenda was approved.

#### V. Consideration of Minutes of June 9, 2023.

RESOLVED: Commissioner Nelson moved for approval of the June 9, 2023 minutes. Commissioner Price seconded. Motion carried.

#### VI. Chairman's Report

Commissioner Bouldin expressed her appreciation to President Killingsworth and the staff for the hospitality and experience shown from Jacksonville State University. She also acknowledged a few Troy University trustees in attendance, who were Colonel Edward Crowell, Senator Gerald Dial, Roy Drinkard, Chancellor Jack Hawkins, Charles Nailen, and Cam Ward. She also acknowledged Dr. Catherine Wehlburg, Athens State Interim President, and Jeff Gunter, also from Athens State, whom she wished a happy birthday.

## VII. Election of Officers

### Nominating Committee Report

On behalf of the Nominating Committee, Commissioner Singleton recommended that Commissioner Bouldin continue to serve as Chair and Commissioner Price continue as Vice-Chair. There were no other nominations from the floor.

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

## VIII. Executive Director's Report

Dr. Purcell reported on the following:

- Preliminary Enrollment Trends
- Changes in FAFSA

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

- Summer Bridge

Dr. Purcell gave an overview of the establishment of the Summer Bridge Program. He introduced Dr. Janet L. Bavonese and Courtney Peppers from JSU, who direct the Summer Bridge Program activities at the university. They gave an overview of their summer bridge activities during the last two summers, the history of the summer bridge program at the institution, and how the ACHE funds enhanced their mission.

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

## IX. Discussion Items

- Deferred Maintenance Results

Dr. Jim Hood presented an overview of the HBCU Deferred Maintenance Grant and the results of the distribution of the grants supplemental and regular funds.

- Student Rights to Know Website

Dr. Jim Hood presented an overview of the new Students Right to Know Act of 2023. He discussed the data requirement and the website which is under construction.

- Performance (Outcomes) Based Funding

Dr. Jim Hood presented an overview of the outcomes-based supplemental funding for public universities and the timeline for implementation of the allocated funds.

- Update of timeline stats of the Alabama National Guard Education Assistance Program (ANGEAP) Administrative Procedures Code Changes

Mrs. Artcola Pettway gave a brief update of the timeline of the preliminary approval of the proposed amendments to the ANGEAP administrative procedures.

- (Re)Engage Alabama Community of Practice

Dr. Robin McGill gave an overview of the (Re)Engage Alabama Community of Practice, which supports the initiative to encourage Alabama adults who have some or no college experience to pursue higher education to make their skills more marketable in the workplace.

## **X. Decision Items**

### **A. Forever Wild Appointment**

Mrs. Margaret Gunter presented the staff recommendation to appoint Dr. James B. McClintock of the University of Alabama in Birmingham to the Alabama Forever Wild Land Trust to represent the Central District.

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

### **B. Approval of 2024 Meeting Schedule**

Dr. Stephanie Dolan presented the staff recommendation to the Commission with a recommendation for approval.

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

### **C. Fiscal Year 2023-24 Operations Plan**

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

RESOLVED: Commissioner Nelson moved to accept the recommendation for approval. Commissioner Price seconded. Motion carried with abstention from Commissioner Kennedy.

### **D. Preliminary Approval of Administrative Procedures for the New Chapter 300-4-13: (Re)Engage Alabama Grant Program**

Mrs. Artcola Petway presented the staff recommendation to the Commission with a recommendation for preliminary approval.

RESOLVED: Commissioner Nelson moved to accept the recommendation for preliminary approval. Commissioner Kennedy seconded. Motion carried.

### **E. Public Drawing to Determine the Order of Payment of Alabama Student Grant Program (ASGP) Funds for the 2023-2024 Academic Year**

Mrs. Takena Jones conducted a public drawing to determine the order of grants to be disbursed to the twelve (12) participating institutions. Ms. Takena Jones drew the institutional names and the grants will be disbursed in the following order:

1. Amridge University
2. Faulkner University
3. Huntingdon College
4. U.S. Sports Academy
5. Oakwood University
6. Birmingham Southern College
7. Spring Hill College
8. Stillman College



9. University of Mobile
10. Miles College
11. Samford University
12. South University

RESOLVED: Commissioner Price moved to accept for approval the order in which the institutions were identified. Commissioner Buntin seconded. Motion carried.

**F. Final Approval of Amendments to the Administrative Procedures for Academic Program Review**

1. Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions **§300-2-1-.03**

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

RESOLVED: Commissioner Buntin moved to accept the recommendation for final approval. Commissioner Scott seconded. Motion carried.

2. Operational Policy on the Approval, Disapproval, Deferral, and Withdrawal of New Programs of Instruction **§300-2-1-.04**

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

RESOLVED: Commissioner Buntin moved to accept the recommendation for final approval. Commissioner Scott seconded. Motion carried.

3. New Rule within the Administrative Procedures for Academic Program Review: Evaluation of Changes to Instructional Role and Academic Units **§300-2-1-.11**

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

RESOLVED: Commissioner Scott moved to accept the recommendation for final approval. Commissioner Buntin seconded. Motion carried.

**G. Preliminary Approval of Repeal and New Rule §300-2-1-.02 within the Administrative Procedures for Academic Program Review**

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

RESOLVED: Commissioner Scott moved to accept the recommendation for preliminary approval. Commissioner Buntin seconded. Motion carried.

**H. Preliminary Approval of Amendments to the Administrative Procedures for Academic Program Review §300-2-1-.10 Distance Education**

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

RESOLVED: Commissioner Scott moved to accept the recommendation for preliminary approval. Commissioner Kennedy seconded. Motion carried.

**I. Academic Programs**

**1. Athens State University**

Bachelor of Science in Marketing and Analytics (CIP 52.1401)

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

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

**2. Auburn University**

**a.** Bachelor of Science in Drug and Biopharmaceutical Sciences (CIP 51.2010)

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

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

**b.** Master of Science in Business Administration-Finance (CIP 52.0201)

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

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

**3. Auburn University at Montgomery**

Master of Science in Biochemistry and Molecular Biology (CIP 26.0210)

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

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

**4. Troy University**

**a.** Change of Instructional Role to Doctoral Granting

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

Chancellor Hawkins was thankful for the opportunity to be present at the meeting. He introduced two staff members present at the meeting also which were Dr. Kerry Palmer and Dr. Mary Anne Templeton. He introduced five of Troy trustees who were present at the meeting which were Colonel Edward Crowell, Senator Cam Ward, Charles Nailen, Senator Gerald Dial, and Roy Drinkard. He thanked the Commission for the selection and retention of Dr. Purcell. He thanked Dr. McGill, Dr. Hood and the ACHE staff for the work being done to regulate and advocate for the state. Chancellor Hawkins gave a brief history of Troy University.

RESOLVED: Commissioner Buntin moved to accept the recommendation for the instructional role change approval. Commissioner Price seconded. Motion carried.

**b. Master of Business Administration in Business Design (CIP 52.0701)**

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

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

**5. University of Alabama**

Master of Science in Nursing in Master's Entry to the Profession of Nursing (CIP 51.3801)

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

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

**6. University of Alabama at Birmingham**

Master of Science in Healthcare Innovation (CIP 51.0722)

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

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

**7. University of Montevallo**

Doctor of Education in Educational Leadership (CIP 13.0401)

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

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

**8. University of North Alabama**

**a. Bachelor of Science in Instructional Technology and Design (CIP 13.0501)**

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

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

**b. Bachelor of Engineering in Engineering (CIP 14.0101)**

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

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

**c. Bachelor of Business Administration in Human Resource Management (CIP 52.1001)**

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

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

**d. Master of Science in Occupational Safety and Health Management (CIP 51.2206)**

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

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

**e. Doctor of Social Work in Social Work (CIP 44.0701)**

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

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

**9. Snead State Community College**

**a. Associate of Applied Science and Certificate in HVAC/R Technology (CIP 15.0501)**

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

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

**b. Associate of Applied Science and Certificate in Machine Tool Technology (CIP 48.0501)**

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

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

**10. Wallace Community College-Selma**

**Associate of Applied Science and Certificate in Modern Manufacturing (CIP 15.0613)**

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

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

**J. Information Items**

RESOLVED: Commissioner Buntin moved that the Commission accept Information Items 1 through 9. Commissioner Price seconded. Motion carried.

1. Distribution of 2023-2024 Alabama Student Assistance Program (ASAP) Funds
2. Troy University, Annual Report of Program Offerings at Dothan and Montgomery Campuses
3. Implementation of Non-Degree Programs at Senior Institutions
4. Implementation of New Short Certificate Programs (Less than 30 Semester Hours)
5. Changes to the Academic Program Inventory
6. Update to Academic Units
7. Extensions/Alterations to Existing Programs of Instruction
8. Implementation of Distance Education Programs
9. Summary of Post-Implementation Reports

**K. Adjournment**

**The meeting was adjourned at 12:15 p.m. The next meeting of the Commission is scheduled for December 8, 2023.**

\_\_\_\_\_  
Miranda Bouldin, Chairman

Sworn to and subscribed before  
me this the \_\_\_\_ day of \_\_\_\_\_  
2023.

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

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

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, December 8, 2023

DECISION ITEM: A

Annual Report: Alabama Commission on Higher  
Education 2022-2023

Staff Presenter:

Mrs. Margaret Gunter  
Director of Communications/Governmental  
Relations

Staff Recommendation:

That the Commission accept the report as  
presented.

Background:

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

Supporting Documentation:

2022-2023 Annual Report – Alabama Commission  
on Higher Education

DECISION ITEM: B

Executive Budget Request for FY 2024-25

Staff Presenter:

Mrs. Veronica M. Harris  
Director of Accounting

Staff Recommendation:

Staff recommends that the Commission approve the Alabama Commission on Higher Education's (ACHE) Executive Budget Request for FY 2024-25, as presented.

Background:

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

The Executive Budget Office's (EBO) due date for the FY 2024-25 budget requests was November 1, 2023. The budgeting guidelines from EBO and the FY 2023 year-end automated reports from the State financial systems were not available until October 2023. Therefore, sufficient data and required cost projection figures were not available to develop the detailed budget request in time for presentation to the Commission at the September meeting. In order to comply with the designated submission deadline, a budget request was submitted to EBO. If there are any changes by this Commission, a revised budget request will be submitted to EBO upon conclusion of the meeting.

Currently, ACHE's budget is comprised of 44 separate line items. The majority of the activities conducted by the staff are funded by the Operations and Maintenance (O&M) line under Planning and Coordination Services. Most of the agency's funds are considered Grants and Benefits and are distributed to other entities. For example, in the current FY 2023-24 budget, 88% of ACHE's total allocation falls into the Grants and Benefits category.

The following planning assumptions were used in developing the FY 2024-25 Executive Budget Request.

Planning and Coordination (Operations and Maintenance)

1. An increase is needed for employee termination costs (retirements).
2. Increased costs for building operations and rent.
3. Increases are needed for subscriptions, software purchases to cover increases for Office of Information Technology (OIT), State Higher Education Executive Officers organization (SHEEO) dues, Comptroller's fees, cyber security insurance and general office supplies.

Other Programs:

Five (5) percent increases are being requested for the following programs to offset increased operating costs and in some instances to offset rising tuition:

1. Birmingham Promise Scholarship Program,
2. Alabama Math and Science Education Scholarship
3. Industry Credential Directory
4. Network of Alabama Academic Libraries (NAAL),
5. Established Program to Stimulate Competitive Research (EPSCoR).

A different percentage is being requested for these programs for the following reasons:

1. An increased amount of \$1,000,000.00 is requested for the Alabama Education Grant Program and the Alabama Student Assistance Program to provide funding to more students for need base and private institutions due to the rising costs of tuition and fees.
2. Articulation General Studies Committee (AGSC STARS) needs additional funding to update software and the inclusion of course-to-course transfer matrix. Therefore, a percentage increase of 33.20% is requested.
3. A percentage increase of 28.96% is requested for Southern Regional Education Board (SREB) due to the rising cost of membership dues and the funding of an additional doctoral minority scholarship.
4. Alabama Korean Education and Economic Partnership (AKEEP) percentage is increased by 66.67% due to expansion of services rendered.
5. A significant increase is requested for Historical Black Colleges and Universities (HBCU) Consortium. This line item appeared in ACHE's budget in FY23; however, it was not funded for FY 24. A request of \$650,000.00 is made to restore this line item.

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



New Requests:

This request also includes requests for funding four (4) new programs

1. (Re)Engage Alabama (New Request \$800,000)  
– This program focuses on former students in Alabama with some college and no degree. This program is designed to support campus efforts with an adult-learner focus, identifying those students who previously attended a college or university, but may be short of earning an undergraduate degree by a few credits. It connects those former students with Alabama's colleges and universities by working to remove academic and financial barriers that often prevent these students from reengaging in the academic process and completing their credential or degree.

Supporting Documentation:

1. Attachment 1: Budget Request Summary by Program
2. Attachment 2: Budget Request by Expenditure Code
3. Attachment 3: Program Descriptions

**Attachment 1**  
**Alabama Commission on Higher Education**  
**FY 2024-25 Budget Request**  
**All Funds by Appropriation Unit**

FUND CODE NO.	PROGRAMS AND ACTIVITIES	FY 2022-23 Actual	FY 2023-24 Budgeted	FY 2024-25 Request	Difference	
					Dollars	Percent
<b>172</b>	<b>PLANNING AND CORRDIATION SERVICES</b>					
	0144 Postsecondary Education (ACHE O&M)	3,497,037	4,254,527	4,654,527	400,000	9.40%
	0322 Non Residential Institutions	24,119	236,239	236,239	-	0.00%
	1174 Industry Credential Directory	85,997	114,485	120,210	5,725	5.00%
	1175 Retain Alabama	899,616	1,203,397	1,203,397	-	0.00%
	1209 FAFSA Completion	457,200	542,800	592,800	50,000	9.21%
	1323 SARA- Reciprocity	125,276	200,000	200,000	-	0.00%
	<b>TOTAL</b>	<b>5,089,245</b>	<b>6,551,448</b>	<b>7,007,173</b>	<b>455,725</b>	<b>6.96%</b>
<b>153</b>	<b>STUDENT ASSISTANCE</b>					
	0121 Alabama Student Assistance Program	7,908,084	9,092,248	10,000,000	907,752	9.98%
	0122 Alabama Educational Grants Program	7,541,093	9,458,970	10,000,000	541,030	5.72%
	0124 Alabama National Guard Educational Assistance Program	5,599,951	8,750,992	8,872,952	121,960	1.39%
	0794 Police and Firefighter's Survivors Tuition Program	149,648	784,221	784,221	0	0.00%
	1137 Math and Science Teacher Education Scholarship	284,047	746,750	784,081	37,331	5.00%
	1161 Birmingham Promise Scholarship Program	892,500	892,500	937,125	44,625	5.00%
	1212 ReEngage Alabama Scholarship Program	0	4,500,000	5,000,000	500,000	11.11%
	<b>TOTAL</b>	<b>22,375,323</b>	<b>34,225,681</b>	<b>36,378,379</b>	<b>2,152,698</b>	<b>6.29%</b>
<b>152</b>	<b>SUPPORT OF OTHER EDUCATIONAL ACTIVITIES</b>					
	0107 AGSC/STARS Computer-Based Articulation	390,152	602,489	802,489	200,000	33.20%
	0109 Southern Regional Education Board	621,827	690,615	890,615	200,000	28.96%
	0116 Experimental Program to Stimulate Competitive Research	1,169,496	1,290,923	1,355,452	64,529	5.00%
	0118 Network of Alabama Academic Libraries	324,335	439,905	461,882	21,977	5.00%
	1193 GEERS II	822,301	0	0	0	
	1208 STEM Major Teacher Recruitment	2,332,554	6,667,448	4,500,000	(2,167,448)	-32.51%
	1211 Outcome-Based Funding	0	15,000,000	15,000,000	0	0.00%
	EA1A ReEngage Alabama	0	0	800,000	800,000	
	<b>TOTAL</b>	<b>5,660,665</b>	<b>24,691,380</b>	<b>23,810,438</b>	<b>(880,942)</b>	<b>-3.57%</b>
<b>151</b>	<b>SUPPORT OF STATE UNIVERSITIES</b>					
	0800 Alabama Agricultural Land Grant Alliance	6,391,283	6,491,284	6,491,284	0	0.00%
	<b>TOTAL</b>	<b>6,391,283</b>	<b>6,491,284</b>	<b>6,491,284</b>	<b>0</b>	<b>0.00%</b>
<b>189</b>	<b>SUPPORT OF STATE PROGRAMS</b>					
	0306 Resource Conservation & Development Program (RC &D)	5,255,409	6,020,080	6,020,080	0	0.00%
	0307 Soil and Water Conservation Committee Program	2,651,876	2,844,876	2,844,876	0	0.00%
	0308 Alabama Forestry Foundation Black Belt Initiative	1,178,400	535,600	535,600	0	0.00%
	0315 Alabama Black Belt Adventures	472,600	477,401	477,401	0	0.00%
	0316 Alabama Black Belt Treasures	332,600	337,400	337,400	0	0.00%
	0318 Alabama Civil Air Patrol	100,000	100,000	100,000	0	0.00%
	0319 National Computer Forensics Institute	450,000	550,000	550,000	0	0.00%
	0320 Adaptive Sports Scholarship	60,000	60,000	60,000	0	0.00%
	0324 Motorsports Hall of Fame	200,000	200,001	200,001	0	0.00%
	1110 Alabama Humanities Foundation	200,000	300,000	300,000	0	0.00%
	1140 Alabama Forestry Commission Education Program	200,000	200,001	200,001	0	0.00%
	1141 Alabama Recruit and Retain Minority Program	696,453	703,548	703,548	0	0.00%
	1157 Best and Brightest Stem Program	270,000	0	300,000	300,000	
	1162 AKEEP Education and Teacher Recruitment Partnership	150,000	150,001	250,001	100,000	66.67%
	1181 Historical Black Colleges and Universities	649,904	96	650,000	649,904	676983.33%
	1182 USS Battleship	5,747,600	1,352,401	1,352,401	0	0.00%
	1197 Museum of Flight	390,831	0	0	0	
	1213 Birmingham Zoo- Alabama Veterinary Teaching Hospital	5,000,000	0	0	0	
	1214 Forest Workforce Training Center	1,000,000	0	0	0	
	1231 HBCU CARES	0	650,000	650,000	0	0.00%
	1327 Alabama Trails Foundation	336,400	343,600	343,600	0	0.00%
	<b>TOTAL</b>	<b>25,342,073</b>	<b>14,825,005</b>	<b>15,874,909</b>	<b>1,049,904</b>	<b>7.08%</b>
<b>340</b>	<b>DEFERRED MAINTENANCE</b>					
	1142 Deferred Maintenance	16,975,000	5,000,000	10,000,000	5,000,000	100.00%
	<b>TOTAL</b>	<b>16,975,000</b>	<b>5,000,000</b>	<b>10,000,000</b>	<b>5,000,000</b>	<b>100.00%</b>
<b>TOTAL EXPENDITURES</b>		<b>81,833,589</b>	<b>91,784,798</b>	<b>99,562,183</b>	<b>7,777,385</b>	<b>8.47%</b>

**Attachment 2**  
**Alabama Commission on Higher Education**  
**FY 2024-25 Budget Request**  
**All Funds by Major Object Codes**

FUND CODE NO.	PROGRAMS AND ACTIVITIES	FY 2022-23 Actual	FY 2023-24 Budgeted	FY 2024-25 Request	Dollars	Percent
0100	Personnel Costs	3,307,068	4,124,317	4,309,493	185,176	4.49%
0200	Employee Benefits	931,665	1,220,398	1,312,515	92,117	7.55%
0300	Travel-In-State	27,559	85,270	83,130	(2,140)	-2.51%
0400	Travel-Out-Of-State	38,447	93,381	85,381	(8,000)	-8.57%
0500	Repairs and Maintenance	0	9,200	9,200	0	0.00%
0600	Rentals and Leases	468,214	739,193	793,674	54,481	7.37%
0700	Utilities and Communication	71,701	151,902	168,700	16,798	11.06%
0800	Professional Services	808,680	893,901	987,523	93,622	10.47%
0900	Supplies, Materials, & Operating Exp.	418,520	535,216	601,738	66,522	12.43%
1000	Transportation Equipment Operations	11,831	24,192	25,200	1,008	4.17%
1100	Grants and Benefits	75,682,323	83,628,813	90,860,614	7,231,801	8.65%
1200	Capital Outlay				0	
1300	Transportation Equipment Purchases	0	54,000	0	(54,000)	-100.00%
1400	Other Equipment Purchases	67,581	225,015	325,015	100,000	44.44%
1500	Debt Service				0	
1600	Miscellaneous				0	
<b>TOTAL EXPENDITURES</b>		<b>81,833,589</b>	<b>91,784,798</b>	<b>99,562,183</b>	<b>7,777,385</b>	<b>8.47%</b>

		Actual Expenditures	Budgeted Expenditures	Requested Expenditures	Increase (Decrease)	
		2023	2024	2025		
0200-223	ETF	70,602,846	85,601,809	88,341,863	2,740,054	3.20%
0403-101	Federal Operating Grants	846,420	236,239	236,239	-	0.00%
0403-201	ETF- Transfer	284,047	746,750	784,081	37,331	5.00%
1687-201	Reciprocity Funds	125,276	200,000	200,000	-	0.00%
1742-101	Deferred Maintenance Program	9,975,000	5,000,000	10,000,000	5,000,000	100.00%
<b>TOTAL SOURCE OF FUNDS</b>		<b>81,833,589</b>	<b>91,784,798</b>	<b>99,562,183</b>	<b>7,777,385</b>	<b>8.47%</b>

### Attachment 3

#### ALABAMA COMMISSION ON HIGHER EDUCATION FY 2024-25 Budget Request Program Descriptions

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#### APPROPRIATION CLASS AND FUNCTION:

##### I. Appropriation Unit 172 - Planning and Coordination Services Program:

1. **Operations and Maintenance** – Provides funds for ACHE’s mission objectives and for operating costs associated with ACHE’s statutorily mandated functions.
2. **Industry Credential Directory**– This directory was initially developed with external funding to catalog Alabama’s workforce-oriented training opportunities. These credentials would include credit and non-credit training offered by businesses, industry trade groups and the state’s colleges and universities. All credentials will have been reviewed by the Alabama Committee on Credentialing and Career Pathways (ACCCP).
3. **Retain Alabama** - This initiative is aimed at increasing the number of university graduates that are retained in the state. Forbes has ranked Alabama the nation’s third worst state at retaining its university graduates. In addition, only one in five out-of-state bachelor’s degree students were found working in Alabama one year after graduation. A major goal of Retain Alabama is to inform soon-to-be graduates of the opportunities available to them by showcasing career opportunities and the livability of Alabama’s communities. Students in STEM programs who have a 3.0 or greater GPA will be marketed to in the first year of the initiative. This initiative will be a joint effort by ACHE and non-profits in the state that advocate for business and industry.
4. **FAFSA Completion** - FAFSA completion is a requirement for high school students effective with the May 2022 high school graduating class. ACHE is engaging in this State Board of Education initiative because it is the only agency in the state authorized to connect to the federal FAFSA database and see individual data for all Alabama students. In order to implement and optimize the impact of the State Board’s FAFSA Completion Graduation Policy, extensive upgrades in how the Alabama Commission on Higher Education (ACHE) assists students and High School staff with this process were necessary. The software development for the project and the first year of the initiative were addressed with \$1,100,000 in GEERS funding. These funds relate to ongoing cost associated with the initiative.
5. **Local Fees** - These funds are considered non-reverting.
  - a. **Non-Resident Institution Program Review Fee (NRI)** – These are funds collected from non-resident institutions related to ACHE’s academic program reviews.
  - b. **National Council for State Authorization Reciprocity Agreements Fee (NC-SARA)** – These funds are state processing fees collected from Alabama institutions who wish to participate in NC-SARA. NC-SARA is a voluntary agreement among member states and U.S. territories that establishes comparable national standards for interstate offering of postsecondary distance-education courses and programs. It is intended to make it easier for students to take online courses offered by postsecondary institutions based in another state.

**II. Appropriation Unit 153 - Student Financial Aid Programs:**

1. **Alabama Student Assistance Program (ASAP)** – Provides funds for need-based scholarships to Alabama students attending in-state institutions. There is not a specific statute requiring that this program be funded from the ETF. If an institution qualifies to offer federal Pell Grants, it can participate in ASAP. The maximum award a recipient may receive is \$5,000 per academic year. This program was created in FY 1975-76.
2. **Alabama Student Grant Program (ASGP)** – This program, also known as the Alabama Educational Grant Program, provides tuition equalization grant funds to Alabama students attending in-state private, non-profit colleges and universities and to students attending other legislatively identified institutions. Funds are to be expended in accordance with *Code of Alabama 1975*, Sections 16-33A-1 through 16-33A-11. This program was created in 1978.
3. **Alabama National Guard Educational Assistance Program (ANGEAP)** – Provides scholarships for Alabama National Guard members attending in-state institutions. Funds are to be spent in accordance with *Code of Alabama 1975*, Sections 31-10-1 through 31-10-4 and Sections 31-10-20 through 31-10-25. This program was created in 1984.
4. **Police Officer's and Firefighter's Survivor Educational Assistance Program (POFSEAP)** – Provides scholarships for spouses and dependents of police officers, firefighters and rescue squad members that were either killed or permanently disabled in the line of duty. Funds are to be spent in accordance with *Code of Alabama 1975*, Section 36-21-105. This program was created in 1987.
5. **Alabama Math and Science Teacher Education Program (AMSTEP)** - This program is designed to help address the shortage of public high school math, science and computer science teachers across the state. Funds from this program are used to help teachers in these fields pay off federal student loans. AMSTEP has a two-fold mission: to encourage individuals to enroll in and complete programs leading to Alabama certification in mathematics, science or computer science; and to improve the educational system in Alabama by encouraging those who complete the program to accept teaching positions in Alabama public schools, preferably in public school systems where there are acute shortages in these fields. AMSTEP is available specifically to teachers who graduated Spring Term 2018 and forward from that date. Funds are to be spent in accordance with *Code of Alabama 1975*, Section 16-5-50 through 16-5-55. This program was created in 2018.
6. **Birmingham Promise Scholarship Program** – This program will help pay for college tuition and mandatory fees for up to four continuous years in public Alabama colleges. Depending on individual circumstances, students may get extra support services to help them succeed in college. Participants must be a graduate of Birmingham City Schools starting in 2020. They also must be enrolled in college by the time they graduate from high school and must be full-time college students while they are getting the scholarship. This line item first appeared in the Commission's budget in FY 2020-21.
7. **(Re)Engage Alabama Scholarship Program** – This program is a Student Financial Aid Program that will be administered to institutions for students who qualify to complete their college degree from previous attendance of a college or university but short of earning an undergraduate degree by a few credit hours.

**III. Appropriation Unit 152 - Support of Other Educational Activities Programs:**

1. **Southern Regional Education Board (SREB)** – This line item provides funds for the State’s membership dues and for participation in the SREB Data Exchange. In addition, it pays for student and institutional participation in the Minority Doctoral Scholars Program and the Academic Common Market.
2. **Network of Alabama Academic Libraries (NAAL)** – This line item provides funds for the coordination and development of activities associated with Alabama’s academic libraries. NAAL encourages and facilitates the sharing of resources and also provides shared resources through the purchase of electronic databases.
3. **Established Program to Stimulate Competitive Research (EPSCoR)** – This line item provides state funds for the administration of Alabama-EPSCoR and for Graduate Research Scholarship Program awards. The program is dedicated to the advancement of economic development via scientific and engineering research through a collaborative effort among the State’s research universities. The focus of activities is designed to attract and retain distinguished scientists and researchers for Alabama; to develop new cutting-edge technologies and high-tech industry; and to stimulate state competitiveness in medicine, biotechnology, engineering, and other applied sciences.
4. **Articulation and General Studies Committee (AGSC) / Statewide Transfer and Articulation Reporting System (STARS)** – This line item provides funds for the development and operation of the State’s articulation system administered by Troy University. The computer-based articulation system, known as STARS, generates an agreement between two-year college students and senior universities to accept courses from the school they are transferring from to the school they are transferring to so the student will not lose credit for courses taken.
5. **Stem Major Teacher Recruitment** – This initiative will increase the number of effective STEM teachers and to diversify the pipeline of secondary STEM teachers in Alabama. The Alabama Stem Council will launch four new UTeach STEM teacher preparation programs at state-supported Alabama colleges and universities and further expand the UABTeach Program at the University of Alabama Birmingham. The STEM Council is partnering with the Alabama Commission on Higher Education to manage a competitive call for proposal process and provide program implementation support to selected higher education partners. Qualified institutions will be eligible to receive funding to recruit and prepare secondary STEM teachers.
6. **(Re)Engage Alabama** – This program focuses on former students in Alabama with some college and no degree. This program is designed to identify those students who previously attended a college or university but may be short of earning an undergraduate degree by a few credits. It connects those former students with Alabama’s colleges and universities by working to remove academic and financial barriers that often prevent these students from reengaging in the academic process and completing their credential or degree.

**IV. Appropriation Unit 151 - Support of State Universities:**

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

facing forest owners, forest products manufacturers and all Americans who benefit from our forest resources.

**V. Appropriation Unit 189 - Support of State Programs:**

1. **Alabama Resource Conservation and Development Council (RC&D)** - The funds from this line item are used to coordinate the activities of the nine (9) regional RC&D councils and to promote resource conservation activities in Alabama and on the national level. This line item first appeared in the Commission's budget in FY 2011-12.
2. **Soil and Water Conservation Committee** - The purpose of this line item is to support local landowners within the 67 soil and water conservation districts within the state in securing federal grant money for conservation activities. This line item first appeared in the Commission's budget in FY 2011-12.
3. **Alabama Forestry Foundation's Black Belt Initiative** - The purpose of the Black Belt Initiative is to increase the number of minority students enrolled in forestry programs at the university level. Funds also are used to support the promotion of math and science at the upper elementary school level in the Black Belt. This line item first appeared in the Commission's budget in FY 2011-12.
4. **Black Belt Adventures** – Funds from this line item are used to promote the activities of Alabama Black Belt Adventures (ALBBA), which is a non-profit organization committed to promoting outdoor recreation and tourism opportunities in the state's 23-county Black Belt region. ALBBA is composed of a consortium of over 50 hunting and fishing lodges. This line item first appeared in the Commission's budget in FY 2012-13.
5. **Black Belt Treasures** – Funds from this line item are used to help stimulate the economy in Alabama's Black Belt region through the promotion of regional art and fine crafts. It also provides regional artisans a means to promote and sell their products to a larger market, and provides arts education to area residents. This line item first appeared in the Commission's budget in FY 2012-13.
6. **Civil Air Patrol** – The funds from this line item are used to support: educational meetings, conferences and professional development seminars; aerospace training and workshops; educational products and services for teachers and students; activities and competitions for cadets at local, state, regional and national levels; the purchase of emergency services equipment, supplies and training materials; ground team and aircrew training and corporate missions not otherwise provided under federal authority; and the ancillary administrative costs related to these areas. This line item first appeared in the Commission's budget in FY 2012-13.
7. **National Computer Forensics Institute** - The funds from this line item are used to help provide highly specialized extended training courses to judges, prosecutors and law enforcement personnel in order to increase their proficiency and general understanding in the use and application of computer crime and digital evidence. These funds are provided to the Office of Prosecution Services (OPS) and support two full-time OPS employees located at the Institute. This line item first appeared in the Commission's budget in FY 2012-13.
8. **Adaptive and Disability Sports Education** – This program, which goes by the name Disability Sports Network (DSN), is housed on the campus of Huntingdon College. DSN was established to serve youth and young adults with disabilities in the River Region and in the Huntsville area who have the desire to participate in Disability Sports. Through partnerships with other colleges and universities, Montgomery and Madison Public Schools, collegiate sport teams, state and city offices, and community groups, Huntingdon College has established comprehensive program goals, coordinated all activities in the network, delivered wheelchair sport programs, assessed the program outcomes and assisted in the development of new adapted physical activity and disability sport professionals. This line item first appeared in the Commission's FY 2013-14 budget.

9. **International Motor Sports Hall of Fame** – Funds from this line item will be used to perform deferred maintenance on the existing facility and to supplement salaries for personnel. This line item first appeared in the Commission's budget in FY 2015-16.
10. **Alabama Humanities Foundation** – Funds from this line item will be used to provide graduate level professional development to 4-12th grade teachers, librarians, and administrators on particular subjects and/or themes within the Humanities field.
11. **Alabama Trails Foundation** – The goal of this foundation is to utilize a statewide, coordinated approach in fostering vigorous participation by local, regional, state and federal agencies, stakeholders, higher education centers and non-profit organizations to create the framework to link trails with people; people with their communities; and explorers of all ages with Alabama's outdoors. The funding obtained through the Foundation will be used to assist in meeting local needs, goals, and leadership to accomplish the overall mission and goals as stated in the enabling legislation for the Alabama Trails Commission, under the coordination of the Trails Commission and the Board of Directors of the Foundation. This line item first appeared in the Commission's budget in FY 2017-18.
12. **Alabama Forestry Commission Education Program** – Funds will be used to provide information to Alabama's forest landowners, school children, government officials, volunteer fire departments, and the public about the importance of Alabama's forests. Agency personnel work with other organizations to conduct workshops, forestry tours, and educational programs. This line item first appeared in the Commission's budget in FY 2019-20.
13. **Alabama Recruit and Retain Minority Teachers Pilot Program** – Funds are to be used to develop a pilot program designed to recruit, train, and mentor minority teacher candidates at Athens State University and Alabama A&M University. This line item first appeared in the Commission's budget in FY 2019-20.
14. **Alabama-Korea Education and Teacher Recruitment Partnership** – This program will provide funds to support an effort to recruit South Korean math and science teachers to teach in Alabama public schools. The Alabama-Korea Education and Economic Partnership (AKEEP) will lead this effort. This line item first appeared in the Commission's budget in FY 2020-21.
15. **USS Alabama Battleship Commission** – Appropriated funds will be used to educate the public on the contributions and sacrifices of the veterans of all branches of the United States Armed Services in all conflicts and to support the operation and maintenance of the park.
16. **Historically Black College and University Consortium** – Appropriated funds will be used to enhance the institutional sustainability of the Alabama Historically Black Colleges and Universities (HBCU). Conduct research and develop master planning products that render recommendations to take appropriate planning, administrative, and implementation actions directed toward the advancement of Alabama HBCU's. This program appeared in the Commission's budget in FY 2022-23.
17. **Alabama HBCU Cares** – Appropriated funds will be used to enhance the institutional sustainability of the Alabama Historically Black Colleges and Universities (HBCU). This program appeared in the Commission's budget in FY 2023-24.
18. **The Best and Brightest Stem Pilot Program** – Funds will be used to specifically support the program designed to assist in paying the student loan debt of recent Science, Technology, Engineering, Mathematics (STEM) graduates that relocate to Marengo County or the City of Decatur.



DECISION ITEM: C

Consolidated Budget Recommendation for FY  
2024-2025

Staff Presenter:

Dr. Jim Hood  
Deputy Director of Financial and Information  
Systems

Staff Recommendation:

That the Commission approve the FY 2024-2025 Consolidated Budget Recommendation (CBR) as presented by the Commission staff.

Background:

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

Alabama's colleges and universities operate in very competitive and challenging environments with varying needs and unique circumstances. In recognition of these differing needs, the ACHE Finance Committee, along with ACHE staff, conducted budget hearings for a third consecutive year to give institutions an opportunity to highlight recent accomplishments and discuss their most pressing challenges for the upcoming FY 2025 budget cycle.

These budget hearings provided invaluable insight into the most pressing needs of the institutions and were instrumental in developing this year's budget recommendation. Common themes in past hearings have included salary compression, deferred maintenance, and rising inflationary costs. Common themes from this year's hearings focused on growing mandatory costs from increased contributions to state retirement, health insurance, and property insurance.

As this year's recommendation moves forward, the ACHE Finance Committee and ACHE staff continue to balance the advocacy role of the Commission while recognizing the current economic realities facing the State. This recommendation seeks to achieve that balance by allocating the state's Education Trust Fund (ETF) resources in an equitable and responsible manner for each public college and university.

Additional information, including supporting tables and other documentation, have been provided to outline the rationale for this recommendation.

The FY 2024-2025 Consolidated Budget Recommendation from ACHE has the following considerations:

- (1) Historically, higher education's share of the ETF has been around 25-27%. This year's recommendation assumes those historical percentages will continue, and establishes higher education's portion of the ETF at 25.67%. Secondly, this year's recommendation is based on language from Act #2023-390 (SB101) which amends the Rolling Reserve Act for 2025 and establishes a spending limit increase of 6.5% over the prior year's base appropriation.
- (2) Provides funds that will give institutions flexibility in addressing rising mandatory costs. These mandatory costs include rising retirement and insurance employer contribution costs, increased property insurance, additional costs for software subscriptions, and other mandatory needs of the campuses.
- (3) Provides an allocation based on an across-the-board adjustment based on a 3.5% increase over the prior year's appropriation. These funds can be used as necessary to address deferred maintenance, salary compression, and other pressing needs specific to each institution.
- (4) Provides an allocation based on weighted credit hours using weighting methodology from the ACHE Standard Formula. These funds recognize increases in enrollment, credit hour productivity, and the need to fund STEM and other programs requiring more resources.





It should be noted that while ACHE is recommending funding of the institutions based on personnel and operational needs, enrollment growth, and mandatory costs, the governing boards and institutional leadership are responsible for the execution of the institutional budgets.

If the staff recommendation is approved by the Commission, this would mean a recommended increase of \$113.94 million (7.36%) for the four-year universities, an increase of \$21.87 million (5.01%) for the two-year community colleges, and when all of the other statewide lines are included, a total increase of \$155.51 million, or an overall recommended increase of 6.76%.

Supporting Documentation:

1. Consolidated Budget Recommendation, FY 2024-2025 (supporting tables are attached).

**Fiscal Year 2024-2025 Consolidated Budget Recommendation**

<b>Institution</b>	<b>FY 2023-2024 Appropriation</b>	<b>FY 2024-2025 Institutional EBO Request</b>	<b>% Increase Requested</b>	<b>FY 2024-2025 Consolidated Budget Recommendation</b>	<b>FY 2024-2025 Amount CBR Increase</b>	<b>% Change CBR</b>
AAMU	53,771,418	263,418,484	389.89%	57,110,648	3,339,230	6.21%
ASU	59,164,786	66,919,544	13.11%	62,833,634	3,668,848	6.20%
AU	330,460,333	363,299,854	9.94%	353,598,722	23,138,389	7.00%
UA	229,905,984	249,617,899	8.57%	247,127,000	17,221,016	7.49%
UAB	370,030,234	395,357,013	6.84%	401,415,675	31,385,441	8.48%
UAH	68,328,381	126,885,487	85.70%	73,142,112	4,813,731	7.04%
USA	150,374,562	167,112,019	11.13%	161,845,271	11,470,709	7.63%
<b>Doctoral O&amp;M Total</b>	<b>1,262,035,698</b>	<b>1,632,610,300</b> 	<b>29.36%</b>	<b>1,357,073,061</b>	<b>95,037,363</b>	<b>7.53%</b>
ATHENS	20,524,867	22,762,838	10.90%	21,704,933	1,180,066	5.75%
AUM	31,522,666	34,663,441	9.96%	33,671,445	2,148,779	6.82%
JSU	53,148,696	60,898,745	14.58%	56,484,190	3,335,494	6.28%
TROY	75,811,358	85,050,000	12.19%	80,863,580	5,052,222	6.66%
UM	28,843,970	32,923,065	14.14%	30,615,682	1,771,712	6.14%
UNA	48,855,509	58,050,000	18.82%	52,206,727	3,351,218	6.86%
UWA	27,710,078	32,255,786	16.40%	29,769,492	2,059,414	7.43%
<b>Nondoctoral O&amp;M Total</b>	<b>286,417,144</b>	<b>326,603,875</b> 	<b>14.03%</b>	<b>305,316,049</b>	<b>18,898,905</b>	<b>6.60%</b>
<b>Total Universities</b>	<b>1,548,452,842</b>	<b>1,959,214,175</b>	<b>26.53%</b>	<b>1,662,389,110</b>	<b>113,936,268</b>	<b>7.36%</b>
<b>Total Two-Year</b>	<b>436,197,495</b>	<b>452,506,116</b>	<b>3.74%</b>	<b>458,067,686</b>	<b>21,870,191</b>	<b>5.01%</b>
<b>Total Public Institutions</b>	<b>1,984,650,337</b>	<b>2,411,720,291</b> 	<b>21.52%</b>	<b>2,120,456,796</b>	<b>135,806,459</b>	<b>6.84%</b>
<b>All State-Level Programs</b>	<b>314,587,003</b>	<b>404,172,643</b>	<b>28.48%</b>	<b>334,288,585</b>	<b>19,701,582</b>	<b>6.26%</b>
<b>Total</b>	<b>2,299,237,340</b>	<b>2,815,892,934</b> 	<b>22.47%</b>	<b>2,454,745,381</b>	<b>155,508,041</b>	<b>6.76%</b>

**FY 2024-2025 ETF Consolidated Budget Recommendation**

Institution	FY 2023-2024	Mandated	Inflationary Costs	Distribution Based	Total	Percentage
	Appropriation	Funds for	Increase	on Weighted	Recommended	of Total
	(1)	Rate Increases	Over FY2024	Credit Hours by	Increase	Recommended
		(2)	Appropriation	Level & Discipline		Increase
		(3)		(4)		(5)
AAM	\$ 53,771,418	\$ 541,641	\$ 1,882,000	\$ 915,589	\$ 3,339,230	6.21%
ASU	\$ 59,164,786	\$ 745,817	\$ 2,070,768	\$ 852,263	\$ 3,668,848	6.20%
AU	\$ 330,460,333	\$ 6,761,192	\$ 11,566,112	\$ 4,811,085	\$ 23,138,389	7.00%
UA	\$ 229,905,984	\$ 5,564,092	\$ 8,046,709	\$ 3,610,214	\$ 17,221,016	7.49%
UAB	\$ 370,030,234	\$ 12,210,998	\$ 12,951,058	\$ 6,223,385	\$ 31,385,441	8.48%
UAH	\$ 68,328,381	\$ 1,481,155	\$ 2,391,493	\$ 941,083	\$ 4,813,731	7.04%
USA	\$ 150,374,562	\$ 3,045,867	\$ 5,263,110	\$ 3,161,732	\$ 11,470,709	7.63%
Doctoral O&M Total	\$ 1,262,035,698	\$ 30,350,763	\$ 44,171,249	\$ 20,515,351	\$ 95,037,363	7.53%
ATHENS	\$ 20,487,367	\$ 231,103	\$ 717,058	\$ 231,906	\$ 1,180,066	5.76%
AUM	\$ 31,522,666	\$ 606,793	\$ 1,103,293	\$ 438,693	\$ 2,148,779	6.82%
JSU	\$ 53,428,224	\$ 671,583	\$ 1,869,988	\$ 793,923	\$ 3,335,494	6.24%
TROY	\$ 75,811,358	\$ 1,391,437	\$ 2,653,398	\$ 1,007,388	\$ 5,052,222	6.66%
UM	\$ 28,843,970	\$ 447,575	\$ 1,009,539	\$ 314,598	\$ 1,771,712	6.14%
UNA	\$ 48,855,509	\$ 884,235	\$ 1,709,943	\$ 757,040	\$ 3,351,218	6.86%
UWA	\$ 27,710,078	\$ 386,372	\$ 969,853	\$ 703,189	\$ 2,059,414	7.43%
Non-Doctoral O&M Total	\$ 286,659,172	\$ 4,619,098	\$ 10,033,071	\$ 4,246,736	\$ 18,898,905	6.59%
Total Senior Institutes	\$ 1,548,694,870	\$ 34,969,861	\$ 54,204,320	\$ 24,762,086	\$ 113,936,268	7.36%
Two-Year Colleges	\$ 436,197,495	\$ 3,290,307	\$ 15,266,912	\$ 3,312,972	\$ 21,870,191	5.01%
Total Public Institutions	\$ 1,984,892,365	\$ 38,260,168	\$ 69,471,233	\$ 39,697,847	\$ 135,806,459	6.84%
All State-Level Programs	\$ 314,587,003				\$ 19,701,582	6.26%
<b>TOTAL ACHE RECOMMENDATION</b>	<b>\$ 2,299,479,368</b>				<b>\$ 155,508,041</b>	<b>6.76%</b>

Notes:

(1) Figures taken from 2023 Act establishing the Education Trust Fund (ETF) FY 2024 budget.

(2) Institution Needs Assessment and EBO Budget Request Submissions shows Tier 1 TRS changed from 12.59% to 13.57%; and Tier 2 TRS changed from 11.57% to 12.60%.

(3) Inflationary Costs reflect an "Across the Board" increase of 3.5% above the institutions' FY 2024 ETF appropriations.

(4) An increase of 1.35% above the institutions' FY 2024 ETF appropriations, divided using the weighted credit hours from the ACHE Standard Calculation.

(5) Total Consolidated Budget Recommendation closely adheres to Act #2023-390 (SB101) which establishes a spending limit of 6.5% over the prior year appropriation.

## Fiscal Year 2024-2025 Consolidated Budget Recommendation

	FY 2023-2024 Appropriation	FY 2024-2025 EBO Request	% Increase Requested	FY 2024-2025 Recommendation	FY 2024-2025 Recommended Increase	% Change FY 2024-2025 Recommendation
	(1)	(2)	(3)	(4)	(5)	(6)
<b><u>Other Two-Year</u></b>						
AL Community College System-System Office	14,060,405	15,263,425	8.56%	14,763,425	703,020	5.00%
Adult Basic Education	13,964,656	14,964,656	7.16%	14,662,889	698,233	5.00%
Alabama Fire College(a)	6,581,420	7,114,792	8.10%	6,910,491	329,071	5.00%
STEAM Pilot Program	800,000	800,000	0.00%	800,000	0	0.00%
Special Population Training	4,725,281	4,725,281	0.00%	4,725,281	0	0.00%
Life Tech	2,000,000	0	-100.00%	0	(2,000,000)	-100.00%
Perry County Facility	2,500,000	0	-100.00%	0	(2,500,000)	-100.00%
Corrections Ed-Therapeutic Training	1,999,901	0	-100.00%	0	(1,999,901)	-100.00%
Corrections Ed-Day Reporting Program	1,000,000	0	-100.00%	0	(1,000,000)	-100.00%
Mine Safety Training Program	350,000	350,000	0.00%	350,000	0	0.00%
AL Technology Network	5,558,830	5,861,967	5.45%	5,836,772	277,942	5.00%
AL Technology Network-Workforce Training	503,906	503,906	0.00%	503,906	0	0.00%
Dual Enrollment	30,682,385	40,682,385	32.59%	32,216,504	1,534,119	5.00%
Central-Truck Driver Training	240,790	240,790	0.00%	240,790	0	0.00%
Automotive Workforce Training Scholarship Program	300,000	300,000	0.00%	300,000	0	0.00%
Automotive Manufacturing Development Program	312,500	312,500	0.00%	312,500	0	0.00%
Distance Learning Program	3,375,000	3,375,000	0.00%	3,375,000	0	0.00%
Volunteer EMSP Certifications	125,000	125,000	0.00%	125,000	0	0.00%
Women's Fund of Greater Birmingham Ed Support	750,000	750,000	0.00%	750,000	0	0.00%
Smart Workforce Training Pilot Project	200,000	200,000	0.00%	200,000	0	0.00%
WF Dev. Short Term Certification Credential (Innovation Ctr)	15,000,000	20,000,000	33.33%	15,750,000	750,000	5.00%
LPN Programs	2,000,000	4,000,000	100.00%	2,100,000	100,000	5.00%
Cyber Security Center	0	63,000,000		29,364,699	29,364,699	
Career Tech Equipment	5,000,000	5,000,000	0.00%	5,000,000	0	0.00%
<b>Total: <u>Other Two-Year</u></b>	<b>121,670,482</b>	<b>197,210,110</b>	<b>62.09%</b>	<b>147,927,665</b>	<b>26,257,183</b>	<b>21.58%</b>
<b><u>Other Higher Education</u></b>						
MESC/Dauphin Island Sea Lab	6,250,000	24,431,000	290.90%	6,562,500	312,500	5.00%
Private Colleges & Schools						
Talladega College*	1,069,234	1,069,234	0.00%	1,122,696	53,462	5.00%
A&M/Miles Consortium	493,486	532,964	8.00%	518,160	24,674	5.00%
State-Related Institution						
Tuskegee University	13,651,435	18,583,098	36.13%	14,334,007	682,572	5.00%
<b>Total: <u>Private &amp; State-Related Institutions</u></b>	<b>15,314,155</b>	<b>20,185,296</b>	<b>31.81%</b>	<b>16,079,863</b>		<b>5.00%</b>
<b>Subtotal: <u>Other Higher Education</u></b>	<b>21,564,155</b>	<b>44,616,296</b>	<b>106.90%</b>	<b>22,642,363</b>	<b>1,078,208</b>	<b>5.00%</b>

## Fiscal Year 2024-2025 Consolidated Budget Recommendation

	FY 2023-2024 Appropriation	FY 2024-2025 EBO Request	% Increase Requested	FY 2024-2025 Recommendation	FY 2024-2025 Recommended Increase	% Change FY 2024-2025 Recommendation
	(1)	(2)	(3)	(4)	(5)	(6)
<b>Alabama Commission on Higher Education</b>						
Planning & Coordination Services	4,254,527	4,654,527	9.40%	4,654,527	400,000	9.40%
Non-Resident Institutions (NRI)	236,239	236,239	0.00%	236,239	0	0.00%
SARA-ASPA	200,000	200,000	0.00%	200,000	0	0.00%
AGSC/STARS	602,489	802,489	33.20%	802,489	200,000	33.20%
SREB	690,615	890,615	28.96%	890,615	200,000	28.96%
Network of AL Academic Libraries	439,905	461,882	5.00%	461,882	21,977	5.00%
EPSCOR (Research)	1,290,923	1,355,452	5.00%	1,355,452	64,529	5.00%
STEM Major Teacher Recruitment	6,667,448	4,500,000	-32.51%	4,500,000	(2,167,448)	-32.51%
Outcomes Based Funding	15,000,000	15,000,000	0.00%	15,000,000	0	0.00%
Best and Brightest	0	300,000		300,000	0	
Engage Alabama	0	800,000		800,000	800,000	
Adaptive & Disability Sports Education	60,000	60,000	0.00%	60,000	0	0.00%
AL National Guard Scholarship. Program	8,750,992	8,872,952	1.39%	8,872,952	121,960	1.39%
Humanities	300,000	300,000	0.00%	300,000	0	0.00%
AL Student Assistance Program	9,092,248	10,000,000	9.98%	10,000,000	907,752	9.98%
AL Educational Grant Program (ASGP)	9,458,970	10,000,000	5.72%	10,000,000	541,030	5.72%
Police & Fire Fighters' Survivors Tuition	784,221	784,221	0.00%	784,221	0	0.00%
(Re)Engage Alabama Scholarship Program	4,500,000	5,000,000	11.11%	5,000,000	500,000	11.11%
Soil and Water Conservation	2,844,876	2,844,876	0.00%	2,844,876	0	0.00%
AL Forestry Foundation Blackbelt Initiative	535,600	535,600	0.00%	535,600	0	0.00%
Resource Conservation & Develop Program	6,020,080	6,020,080	0.00%	6,020,080	0	0.00%
Civil Air Patrol	100,000	100,000	0.00%	100,000	0	0.00%
Black Belt Treasures	337,400	337,400	0.00%	337,400	0	0.00%
Black Belt Adventures	477,401	477,401	0.00%	477,401	0	0.00%
National Computer Forensic Institute	550,000	550,000	0.00%	550,000	0	0.00%
AL Motorsports Hall of Fame	200,001	200,001	0.00%	200,001	0	0.00%
Alabama Trails Foundation	343,600	343,600	0.00%	343,600	0	0.00%
Math & Science Teacher Ed Scholarship Program	746,750	784,081	5.00%	784,081	37,331	5.00%
AL Recruit & Retain Minority Teachers Pilot	703,548	703,548	0.00%	703,548	0	0.00%
Forestry Commission Ed Program	200,001	200,001	0.00%	200,001	0	0.00%
AKEEP - Education & Teacher Recruitment Partnership	150,001	250,001	66.67%	250,001	100,000	66.67%
Birmingham Promise Scholarship Program	892,500	937,125	5.00%	937,125	44,625	5.00%
Retain Alabama	1,203,397	1,203,397	0.00%	1,203,397	0	0.00%
Industry Credential Directory	114,485	120,210		120,210	5,725	5.00%
Alabama Agricultural Land Grant Alliance	6,491,284	6,491,284	0.00%	6,491,284	0	0.00%

## Fiscal Year 2024-2025 Consolidated Budget Recommendation

	FY 2023-2024	FY 2024-2025	% Increase	FY 2024-2025	FY 2024-2025	% Change
	Appropriation	EBO Request	Requested	Recommendation	Recommended Increase	FY 2024-2025 Recommendation
	(1)	(2)	(3)	(4)	(5)	(6)
USS Alabama Battleship	1,352,401	1,352,401	0.00%	1,352,401	0	0.00%
HBCU Cares	650,000	650,000	0.00%	650,000	0	0.00%
Historical Black Colleges and Universities	96	650,000	676983.33%	650,000	649,904	676983.33%
FAFSA Completion	542,800	592,800	9.21%	592,800	50,000	9.21%
Deferred Maintenance	5,000,000	10,000,000	100.00%	10,000,000	5,000,000	100.00%
ETF Source of Funds	91,038,048	98,778,102	8.50%	98,778,102	7,740,054	8.50%
ETF Transfer Source of Funds	746,750	784,081		784,081	37,331	5.00%
<b>Total: <u>ACHE</u></b>	<b>91,784,798</b>	<b>99,562,183</b>	<b>8.47%</b>	<b>99,562,183</b>	<b>7,777,385</b>	<b>8.47%</b>
<b>Other <u>Statewide Programs.</u></b>						
Dept. of Veterans' Affairs	62,530,364	47,870,931	-23.44%	47,870,931	(14,659,433)	-23.44%
American Legion Scholarships *	112,500	112,500	0.00%	118,125	5,625	5.00%
Dependents Blind Parents (a)*	10,399	10,399	0.00%	10,919	520	5.00%
Medical Scholarships	2,440,014	2,440,014	0.00%	2,562,015	122,001	5.00%
Optometric Scholarships (a)*	200,000	200,000	0.00%	210,000	10,000	5.00%
Dental Scholarships (a)*	871,166	731,166	-16.07%	914,724	43,558	5.00%
Nursing Scholarships*	616,027	616,027	0.00%	646,828	30,801	5.00%
Fostering Hope Scholarship Program (a)*	1,205,608	1,205,608	0.00%	1,265,888	60,280	5.00%
Teacher In-Service Centers*	3,509,080	3,509,080	0.00%	3,684,534	175,454	5.00%
<u>Public Health Dept.</u> - Continuing Ed EMT	1,635,782	1,635,782	0.00%	1,635,782	0	0.00%
Trauma Communications Center - UAB	1,000,000	1,000,000	0.00%	1,000,000	0	0.00%
Arts Council - Center for the Arts Foundation (a)	1,200,000	0	-100.00%	0	(1,200,000)	-100.00%
UAB-Chauncey Sparks/Special Mental Health*	4,236,628	4,236,628	0.00%	4,236,628	0	0.00%
<b>Total: Other <u>Statewide Programs.</u></b>	<b>79,567,568</b>	<b>63,568,135</b>	<b>-20.11%</b>	<b>64,156,375</b>	<b>(15,411,193)</b>	<b>-19.37%</b>
<b>TOTAL: <u>ALL STATE LEVEL PGMS.</u></b>	<b>314,587,003</b>	<b>404,172,643</b>	<b>28.48%</b>	<b>334,288,585</b>	<b>19,701,582</b>	<b>6.26%</b>
<b>TOTAL <u>PUBLIC INSTITUTIONS</u></b>	<b>1,984,892,365</b>	<b>1,990,013,162</b>	<b>0.26%</b>	<b>1,988,981,216</b>	<b>274,916,731</b>	<b>0.21%</b>
<b>TOTAL <u>HIGHER EDUCATION**</u></b>	<b>2,299,479,368</b>	<b>2,394,185,805</b>	<b>4.12%</b>	<b>2,323,269,801</b>	<b>294,618,313</b>	<b>1.03%</b>

\* ACHE did not receive the FY 2024-2025 Budgeted Requests from these entities so the FY 2023-2024 appropriation was included as the requested amount.

\*\*Total includes amounts not counted as Higher Ed.

DECISION ITEM: D Report on the Facilities Master Plan and Capital Projects Requests for FY 2024-2025 – FY 2028-2029

Staff Presenter: Mr. Julian Rogers  
Assistant Director of Institutional Finance and Facilities

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

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

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

Supporting Documentation: Report on the Facilities Master Plan and Capital Projects Requests for FY 2024-2025 – 2028-2029, attached.

Copies of each institution's Facilities Master Plan and Capital Projects Requests reports for FY 2024-2025 – FY 2028-2029 are available upon request.



# ALABAMA COMMISSION ON HIGHER EDUCATION

## REPORT ON FACILITIES MASTER PLAN AND CAPITAL PROJECTS REQUESTS

FY 2025 - 2029

FOR ALL PUBLIC  
HIGHER EDUCATION INSTITUTIONS

DECEMBER 2023

## FACILITIES MASTER PLAN AND CAPITAL PROJECTS REQUESTS

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

### Project Requests

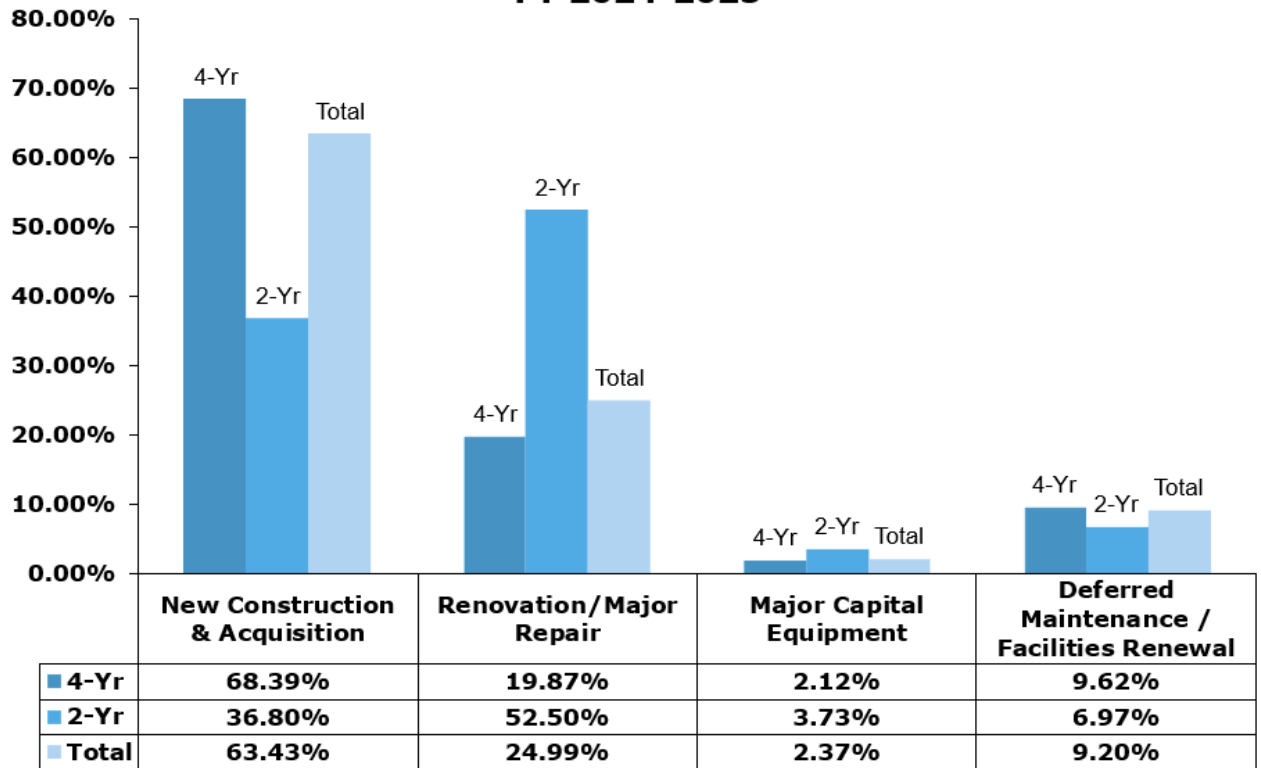
All public two and four-year institutions submitted the Facilities Master Plan to the Alabama Commission on Higher Education in accordance with Section 16-5-15. The five years reported are broken into three time segments: Immediate, Intermediate, and Long-Term capital projects. Immediate projects are defined as those within the first year of the master planning cycle (FY 2024-2025). Intermediate projects are defined as those within the second year of the planning cycle (FY 2025-2026) while Long-Term projects fall into the last three years of the planning cycle (FY 2026-2027, FY 2027-2028, and FY 2028-2029). The projects are further divided into four separate project categories: New Construction/Acquisition; Renovation and Remodeling; Major Capital Equipment; and Deferred Maintenance/Facilities Renewal. Charts included in each section show the percentage of Immediate, Intermediate, Long-Term, and Total projects broken into the project categories and projected funding sources accordingly and Summary Tables are provided at the conclusion of these sections.

Immediate Capital Projects

Table 1 (see *Summary Tables*) summarizes the Immediate (Year 1) capital projects proposed by the institutions. As detailed on Table 1, \$3,242,657,161 was requested in Immediate Capital Projects. Of this amount, 28.98% (939,576,028) is requested from the Education Trust Fund (ETF) as seen in (Table 4 as shown in *Summary Tables*). An additional 13.70% (\$444,342,644) of funds are projected to come from other state-related sources, such as bond issues or the ETF Advancement and Technology Fund. Institutions also use funds they have raised in capital campaigns, federal and local funds, and other sources to support proposed capital projects.

While 63.43% of immediate capital projects are requested for *New Construction*, approximately 24.99% of all funds requested are going for *Renovation/Major Remodeling*. In addition to this, 9.20% is requested for *Deferred Maintenance/Facilities Renewal Projects*. Therefore, 34.20% of all funds requested for Immediate Capital projects would go toward projects for the maintenance, alteration, and repair of existing facilities. An additional 2.37% of the funds requested are for *Major Capital Equipment*.

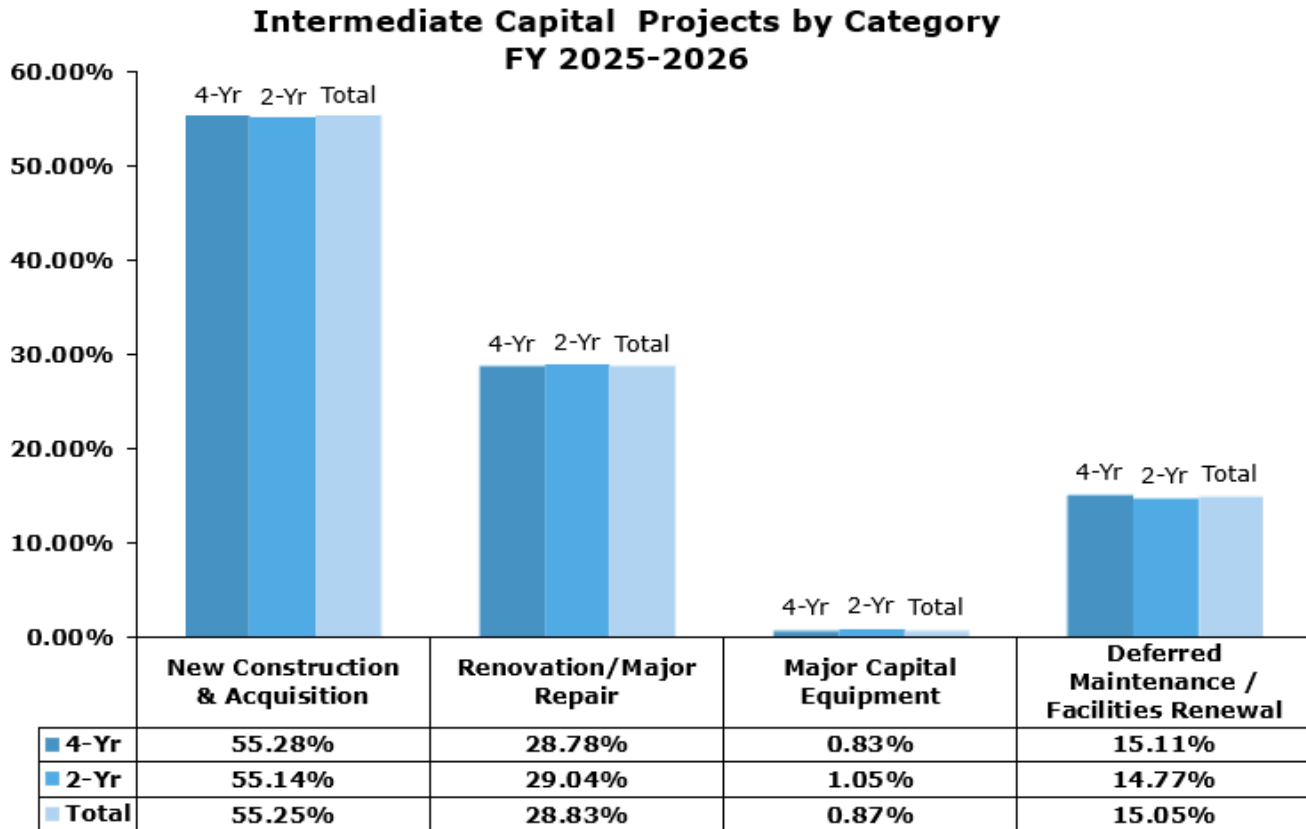
**Immediate Capital Projects by Category  
 FY 2024-2025**



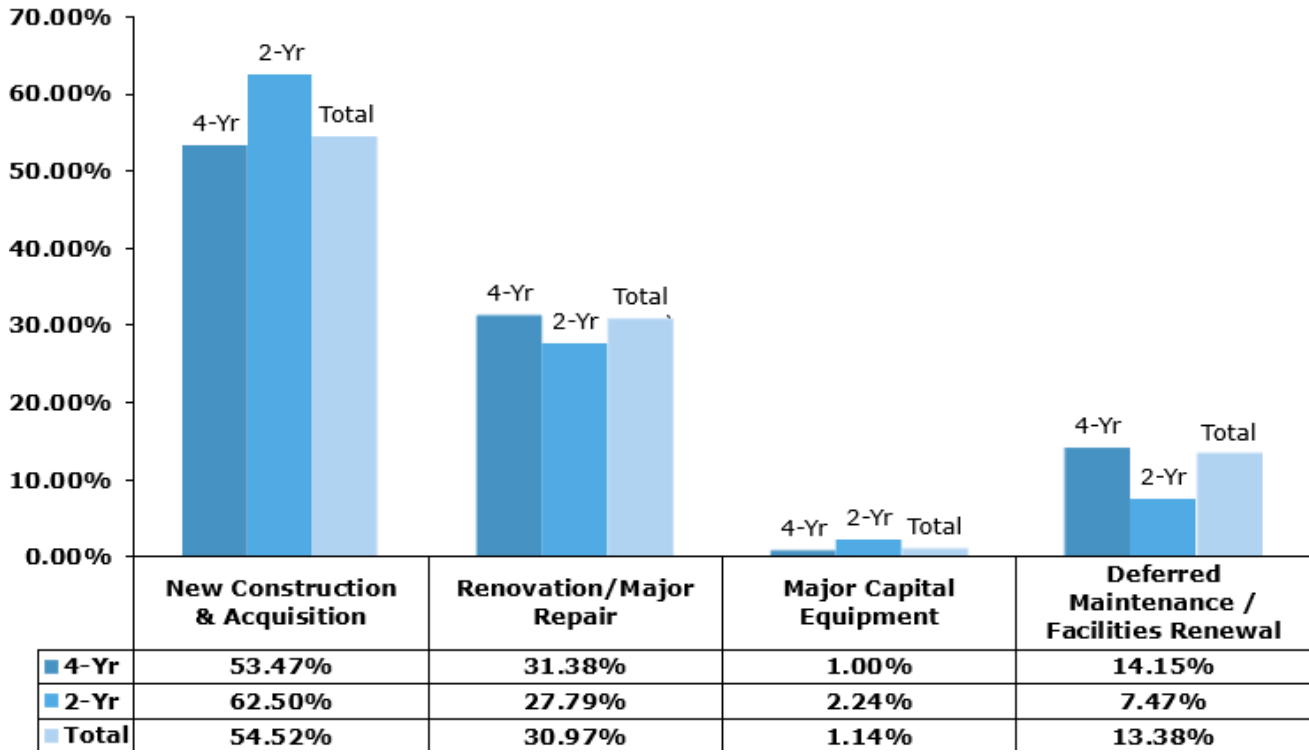
Intermediate and Long-Term Projects

Totaling \$1,238,412,464, the *Intermediate (Year 2) Capital Projects Requests* are summarized in Table 2 (see *Summary Tables*). Table 5 (see *Summary Tables*) shows that 44.92% of these projects are projected to be funded with either ETF or other State-related funds. Of the requested funds, 43.88% are for renovation or deferred maintenance on existing buildings, while 55.25% is requested for new construction.

Funding sources for the *Long-Term* projects are often just estimates at this point, but currently institutions estimate that \$8,080,641,995 will be needed for capital projects for FY 2027 through FY 2029. As shown on Table 6 (see *Summary Tables*), over forty percent (40.84%) of the funding is anticipated to come from the ETF. Of the Long-Term projects, over forty-three percent (43.88%) fall into renovation/major repair and deferred maintenance/facilities renewal.



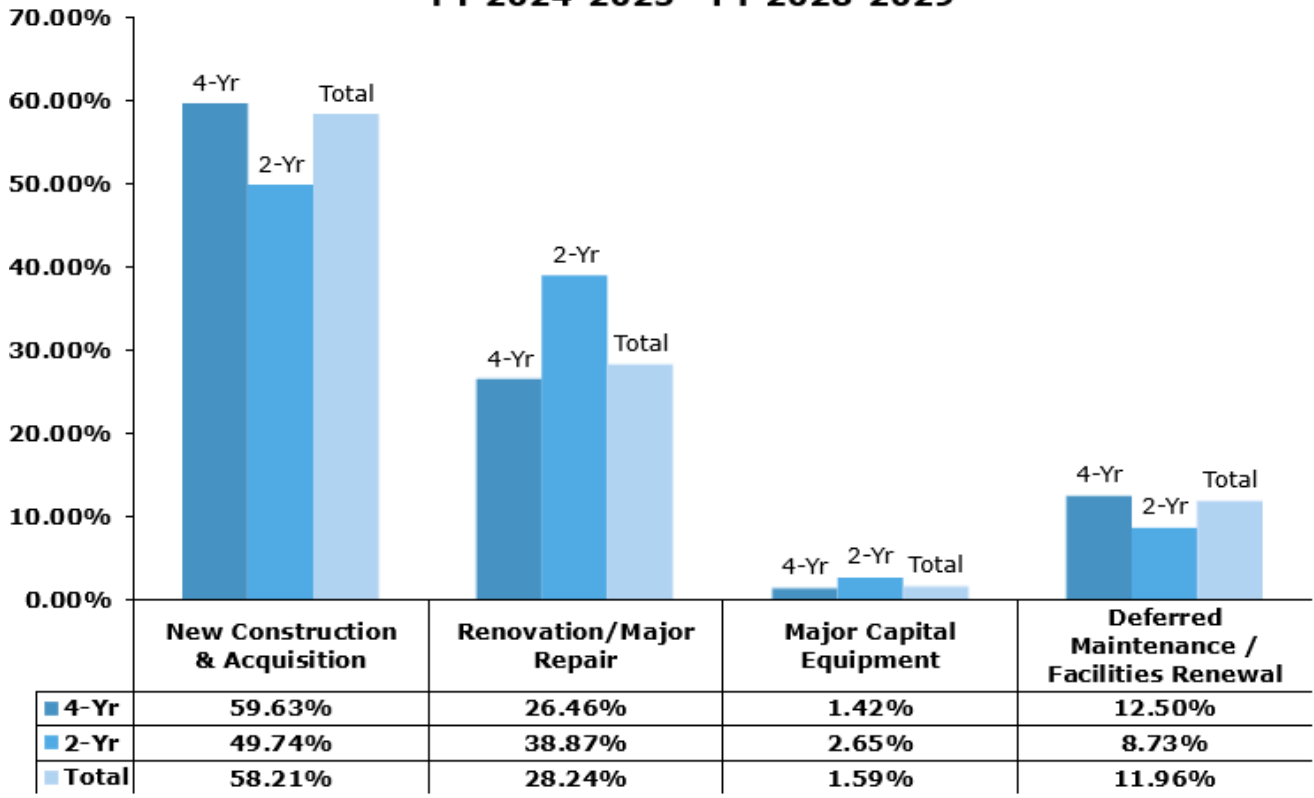
**Long-Term Capital Projects by Category  
 FY2026-2027 - FY 2028-2029**



Summary

In summary, 39% of all capital projects requests are maintenance, alterations, or repairs of existing facilities or equipment. Over half (55.31%) or about \$2.5 billion of all of the funds requested for the projects listed on the Facilities Master Plans were projected to come from either ETF or other State-related funds. A total of over \$4.5 billion is projected as being needed to cover the capital projects requests of the four and two-year institutions over the next five years.

**Total Capital Requirements Projects by Category  
 FY 2024-2025 - FY 2028-2029**



### Bond Issues

With the exception of the most recent year, the State of Alabama has not provided regular funding for capital projects for education; this is true for K-12 as well as Postsecondary Education. General Obligation bond issues are occasionally issued by the State, of which Higher Education usually receives a portion. The Education Trust Fund (ETF) Advancement and Technology Fund also is now becoming a regular source of funds for capital projects for both sectors. However, because these two funding sources are not constant, the institutions must find funds from other sources to pay for capital projects. One of these sources is bonds. The institutions in Alabama are allowed to float their own bond issues. The institutions currently have approximately \$4.3 billion in bonds outstanding, as shown on Tables 7a and 7b (see *Summary Tables*). As with all debt, these funds must be paid back, and the institutions paid approximately \$250.8 million in debt service in the last fiscal year to pay off these bonds. The source of revenue to pay these bonds is usually through tuition or fees paid by students.

Age of Buildings

According to the information of Fall 2023 Facilities Inventory Report shown in the following chart, almost 38% of the buildings being used by the public colleges and universities in Alabama were constructed between 1960 and 1989. The newest of these buildings have over thirty years of use, with the oldest being 63 years old, which is beyond the “useful life” of major building components. An additional 12.54% of the buildings in use for Alabama’s Higher Education were constructed prior to 1960. The age of these buildings leads to requests of approximately \$1.1 billion to be used for renovations, maintenance, and repairs in FY 2025.

**Physical Plant By Year of Construction  
 Alabama Public Colleges and Universities  
 1810-2023  
 Gross Square Feet (GSF)**

Decade	Total University			Total Two-Year			Total Dauphin Island Sealab/MESC			Total All		
	Total	Percent	Cumulative	Total	Percent	Cumulative	Total	Percent	Cumulative	Total	Percent	Cumulative
	GSF	of Total	Percent	GSF	of Total	Percent	GSF	of Total	Percent	GSF	of Total	Percent
Unknown	568,121	0.76%		28,938	0.21%					597,059	0.67%	
1810-1819	918	0.00%	0.76%	-	0.00%	0.21%				918	0.00%	0.67%
1820-1829	17,596	0.02%	0.78%	-	-	-				17,596	0.02%	0.69%
1830-1839	18,203	0.02%	0.81%	720	0.01%	0.21%				18,923	0.02%	0.71%
1840-1849	86,340	0.12%	0.92%	-	-	-				86,340	0.10%	0.81%
1850-1859	79,593	0.11%	1.03%	30,514	0.22%	0.43%				110,107	0.12%	0.94%
1860-1869	66,400	0.09%	1.12%	-	-	-				66,400	0.07%	1.01%
1870-1879	-	-	-	-	-	-				0	0.00%	1.01%
1880-1889	154,980	0.21%	1.33%	-	-	-				154,980	0.17%	1.18%
1890-1899	125,284	0.17%	1.49%	-	-	-				125,284	0.14%	1.33%
1900-1909	313,345	0.42%	1.91%	6,230	0.04%	0.00476791				319,575	0.36%	1.68%
1910-1919	462,998	0.62%	2.53%	7,442	0.05%	0.53%				470,440	0.53%	2.21%
1920-1929	2,817,626	3.77%	6.30%	64,346	0.46%	0.00992255				2,881,972	3.24%	5.46%
1930-1939	2,484,831	3.32%	9.62%	76,427	0.55%	1.54%				2,561,258	2.88%	8.34%
1940-1949	1,402,419	1.88%	11.50%	147,390	1.06%	0.02599342	8,344	5.38%	5.38%	1,558,153	1.75%	10.09%
1950-1959	1,793,767	2.40%	13.90%	295,389	2.12%	4.72%	82,948	53.50%	58.88%	2,172,104	2.44%	12.54%
1960-1969	9,652,535	12.91%	26.80%	3,641,857	26.15%	0.30870205			-	13,294,392	14.96%	27.50%
1970-1979	9,441,248	12.63%	39.43%	2,448,289	17.58%	48.45%			-	11,889,537	13.38%	40.88%
1980-1989	6,976,634	9.33%	48.76%	1,288,363	9.25%	0.57700729	5,616	3.62%	62.51%	8,270,613	9.31%	50.18%
1990-1999	8,084,233	10.81%	59.57%	2,009,389	14.43%	72.13%	17,102	11.03%	73.54%	10,110,724	11.38%	61.56%
2000-2009	13,833,409	18.50%	78.07%	2,457,391	17.64%	0.89773839	28,600	18.45%	91.98%	16,319,400	18.36%	79.93%
2010-2019	13,642,003	18.24%	96.31%	1,256,883	9.02%	98.80%	12,428	8.02%	100.00%	14,911,314	16.78%	96.71%
2020-2023	2,758,512	3.69%	100.00%	167,301	1.20%	1				2,925,813	3.29%	100.00%
<b>Total</b>	<b>74,780,995</b>	<b>100.00%</b>		<b>13,926,869</b>	<b>100.00%</b>		<b>155,038</b>	<b>100.00%</b>		<b>88,862,902</b>	<b>100.00%</b>	

Source: Alabama Commission on Higher Education's Fall 2023 Facilities Inventory survey.



# Summary Tables

Table 1  
 Summary Table  
 Immediate Capital Projects  
 By Type of Project  
 All Public Higher Education Institutions

Immediate Capital Projects - Year 1 (FY 2024-2025)					
<u>Institution</u>	New Construction	Renovation/ Major Remodeling	Major Capital Equipment	Deferred Maintenance/ Fac Renewal	Total Estimated Cost
Alabama A&M University	178,000,000	16,500,000		16,000,000	210,500,000
Alabama State University	53,000,000	6,500,000	175,000	12,000,000	71,675,000
Athens State University	1,100,000	23,000,000	1,000,000	550,000	25,650,000
Auburn University	41,300,000	10,160,000	3,050,000	11,900,000	66,410,000
Auburn Univ Montgomery	800,000	7,000,000	260,000	6,000,000	14,060,000
Jacksonville State Univ	20,855,000	1,475,000	1,550,000	3,000,000	26,880,000
Troy University	95,350,000	21,510,000	38,900,000	93,415,879	249,175,879
University of Alabama	757,766,948	195,596,865	-	54,253,767	1,007,617,580
Univ of Alabama at Birmingham	267,500,000	131,300,000		36,746,000	435,546,000
Univ of Alabama in Huntsville	63,585,245	86,444,857	3,375,000	13,991,100	167,396,202
University of Montevallo	3,250,000	3,300,000	6,607,500	1,474,000	14,631,500
University of North Alabama	54,000,000	14,000,000	3,000,000	3,700,000	74,700,000
University of South Alabama	302,882,894	14,000,000	-	4,127,584	321,010,478
University of West Alabama	19,650,000	5,300,000		5,800,000	30,750,000
Dauphin Isl Sea Lab /MESC	10,500,000	7,000,000	-	-	17,500,000
SR & Dauphin Isl Total	1,869,540,087	543,086,722	57,917,500	262,958,330	2,733,502,639
Bevill State Community College		10,300,000		3,000,000	13,300,000
Bishop State Comm College	19,707,884	46,689,306	700,000	400,000	67,497,190
Calhoun State Comm College	25,500,000				25,500,000
Central Alabama Comm College	2,000,000	1,580,000	3,030,000	8,000,000	14,610,000
Chatt Valley Community College*	2,700,000	100,000	50,000	206,260	3,056,260
Coastal Alabama Comm College	12,500,000		450,000	700,000	13,650,000
Drake State Com & Tech College		6,076,000			6,076,000
Enterprise State Comm College		6,064,426		1,739,000	7,803,426
Gadsden State Comm College	1,000,000	2,300,000		300,000	3,600,000
Ingram State Technical College		935,000		150,000	1,085,000
Jefferson State Comm College		725,000		250,000	975,000
Lawson St Community College		12,200,000		1,350,000	13,550,000
L. B. Wallace Comm College	3,500,000	14,150,000	300,000	500,000	18,450,000
Marion Military Institute	34,650,000	1,900,000		3,140,000	39,690,000
Northeast AL Comm College	1,000,000	350,000		810,000	2,160,000
Northwest-Shoals Com College	10,000,000	32,103,125		1,598,300	43,701,425
Reid State Technical College	650,000	11,040,864		150,000	11,840,864
Shelton State Comm College	3,630,000	13,300,000	13,532,980	3,200,000	33,662,980
Snead State Comm College	5,000,000	32,000,000		1,605,000	38,605,000
Southern Union St Comm Coll	8,500,000	12,000,000			20,500,000
Trenholm St Comm College		44,629,842		610,000	45,239,842
Wall St Comm College - Dothan	25,800,000	940,135		3,200,000	29,940,135
Wall St Comm Coll - Hanceville*	31,255,400	17,500,000	550,000	2,469,000	51,774,400
Wall St Comm College - Selma		440,000	357,000	2,090,000	2,887,000
Total Comm & Tech	187,393,284	267,323,698	18,969,980	35,467,560	509,154,522
<b>TOTAL</b>	<b>\$2,056,933,371</b>	<b>\$810,410,420</b>	<b>\$76,887,480</b>	<b>\$298,425,890</b>	<b>\$3,242,657,161</b>

Source: Facilities Master Plan / Capital Project Request, FY 2025 - 2029.

\*Amounts shown are from last year's report, pending submission of the Facilities Master Plan for FY 2025 - 2029.

Table 2

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

Intermediate Capital Projects - Year 2 (FY 2025-2026)					
<u>Institution</u>	New Construction	Renovation/ Major Remodeling	Major Capital Equipment	Deferred Maintenance/ Fac Renewal	Total Estimated Cost
Alabama A&M University	50,000,000	16,500,000		2,850,000	69,350,000
Alabama State University	49,000,000	16,000,000	150,000	4,500,000	69,650,000
Athens State University	5,000,000	900,000	750,000	825,000	7,475,000
Auburn University	20,000,000	3,950,000		11,900,000	35,850,000
Auburn Univ Montgomery	2,000,000	2,000,000		6,500,000	10,500,000
Jacksonville State Univ	5,000,000	2,000,000	1,000,000	1,450,000	9,450,000
Troy University	6,000,000	500,000	100,000	20,750,000	27,350,000
University of Alabama	188,285,297	170,491,066	3,000,000	37,039,214	398,815,577
Univ of Alabama at Birmingham	115,000,000	31,050,000		38,185,000	184,235,000
Univ of Alabama in Huntsville	4,800,000	18,550,000		17,922,714	41,272,714
University of Montevallo		850,000	3,300,000	775,000	4,925,000
University of North Alabama	65,000,000	8,400,000			73,400,000
University of South Alabama	40,000,000	3,000,000			43,000,000
University of West Alabama	3,500,000	14,300,000		8,800,000	26,600,000
Dauphin Isl Sea Lab /MESC	500,000				500,000
<b>SR &amp; Dauphin Isl Total</b>	<b>554,085,297</b>	<b>288,491,066</b>	<b>8,300,000</b>	<b>151,496,928</b>	<b>1,002,373,291</b>
Bevill State Community College		650,000		2,700,000	3,350,000
Bishop State Comm College	3,500,000	600,000		150,000	4,250,000
Calhoun State Comm College	42,000,000				42,000,000
Central Alabama Comm College		3,717,485	260,000		3,977,485
Chatt Valley Community College*	57,000	105,000		55,000	217,000
Coastal Alabama Comm College	6,000,000		450,000	700,000	7,150,000
Drake State Com & Tech College		10,000,000		645,000	10,645,000
Enterprise State Comm College		10,080,282		1,647,106	11,727,388
Gadsden State Comm College	18,000,000	4,200,000	500,000	6,175,000	28,875,000
Ingram State Technical College	1,200,000			90,000	1,290,000
Jefferson State Comm College		300,000		50,000	350,000
Lawson St Community College		2,000,000		450,000	2,450,000
L. B. Wallace Comm College		200,000			200,000
Marion Military Institute		1,310,000		670,000	1,980,000
Northeast AL Comm College					
Northwest-Shoals Com College			780,000	1,849,000	2,629,000
Reid State Technical College	28,000,000	5,677,300		800,000	34,477,300
Shelton State Comm College		19,800,000	500,000	7,000,000	27,300,000
Snead State Comm College		8,000,000		775,000	8,775,000
Southern Union St Comm Coll	15,000,000	1,500,000			16,500,000
Trenholm St Comm College					
Wall St Comm College - Dothan	1,300,000	400,000		3,403,000	5,103,000
Wall St Comm Coll - Hanceville*	100,000			1,693,000	1,793,000
Wall St Comm College - Selma	15,000,000			6,000,000	21,000,000
<b>Total Comm &amp; Tech</b>	<b>130,157,000</b>	<b>68,540,067</b>	<b>2,490,000</b>	<b>34,852,106</b>	<b>236,039,173</b>
<b>TOTAL</b>	<b>684,242,297</b>	<b>357,031,133</b>	<b>10,790,000</b>	<b>186,349,034</b>	<b>1,238,412,464</b>

Source: Facilities Master Plan / Capital Project Request, FY 2025 - 2029.

\*Amounts shown are from last year's report, pending submission of the Facilities Master Plan for FY 2025 - 2029.

Table 3  
 Summary Table  
 Long-Term Capital Projects  
 By Category  
 All Public Higher Education Institutions

Institution	Long Term Capital Projects - Years 3-5 (FY 2026-2027 - FY 2028-2029)					Estimated 5-Year Project Cost
	New Construction	Renovation/ Major Remodeling	Major Capital Equipment	Deferred Maintenance/ Fac Renewal	Total Estimated Cost	
Alabama A&M University	60,000,000	40,400,000	3,750,000	51,000,000	155,150,000	435,000,000
Alabama State University	225,000,000	27,000,000	2,300,000	500,000	254,800,000	396,125,000
Athens State University	9,800,000	650,000	450,000	750,000	11,650,000	44,775,000
Auburn University	480,000,000	288,010,000		35,700,000	803,710,000	905,970,000
Auburn Univ Montgomery		16,500,000		9,300,000	25,800,000	50,360,000
Jacksonville State Univ	1,000,000	6,500,000	350,000	3,700,000	11,550,000	47,880,000
Troy University	62,000,000	22,150,000	24,300,000	16,251,440	124,701,440	401,227,319
University of Alabama	317,941,309	369,439,495		127,144,264	814,525,068	2,220,958,225
Univ of Alabama at Birmingham	270,400,000	73,500,000		120,810,000	464,710,000	1,084,491,000
Univ of Alabama in Huntsville	121,059,380	61,797,085		47,091,056	229,947,521	438,616,437
University of Montevallo	35,000,000	11,000,000	587,500	2,975,000	49,562,500	69,119,000
University of North Alabama	30,000,000	50,000,000		15,000,000	95,000,000	243,100,000
University of South Alabama	90,000,000	8,000,000			98,000,000	462,010,478
University of West Alabama		12,000,000		20,100,000	32,100,000	89,450,000
Dauphin Isl Sea Lab /MESC		12,000,000			12,000,000	30,000,000
<b>SR &amp; Dauphin Isl Total</b>	<b>1,702,200,689</b>	<b>998,946,580</b>	<b>31,737,500</b>	<b>450,321,760</b>	<b>3,183,206,529</b>	<b>6,919,082,459</b>
Bevill State Community College	1,500,000		680,000	1,250,000	3,430,000	20,080,000
Bishop State Comm College	3,200,000	14,200,000			17,400,000	89,147,190
Calhoun State Comm College	43,500,000	10,600,000		3,200,000	57,300,000	124,800,000
Central Alabama Comm College				250,000	250,000	18,837,485
Chat Valley Community College*	720,000	400,000	490,000	455,000	2,065,000	5,338,260
Coastal Alabama Comm College	15,000,000			2,700,000	17,700,000	38,500,000
Drake State Com & Tech College	36,000,000	6,450,000		3,500,000	45,950,000	62,671,000
Enterprise State Comm College		12,175,045		1,277,536	13,452,581	32,983,395
Gadsden State Comm College	10,000,000	3,000,000	1,200,000	4,875,000	19,075,000	51,550,000
Ingram State Technical College				325,000	325,000	2,700,000
Jefferson State Comm College	36,000,000				36,000,000	37,325,000
Lawson St Community College	20,000,000			450,000	20,450,000	36,450,000
L. B. Wallace Comm College	3,000,000	3,000,000			6,000,000	24,650,000
Marion Military Institute	10,562,000	2,600,000			13,162,000	54,832,000
Northeast AL Comm College	20,000,000	750,000			20,750,000	22,910,000
Northwest-Shoals Com College				1,070,000	1,070,000	47,400,425
Reid State Technical College		8,863,060		1,340,000	10,203,060	56,521,224
Shelton State Comm College		20,600,000	1,250,000	1,500,000	23,350,000	84,312,980
Snead State Comm College	2,500,000	10,500,000	950,000	1,150,000	15,100,000	62,480,000
Southern Union St Comm Coll	15,000,000				15,000,000	52,000,000
Trenholm St Comm College		11,903,200			11,903,200	57,143,042
Wall St Comm College - Dothan	5,050,000	210,000		4,350,000	9,610,000	44,653,135
Wall St Comm Coll - Hanceville*	17,800,000	6,000,000	1,750,000	1,430,000	26,980,000	80,547,400
Wall St Comm College - Selma	20,400,000	4,440,000	3,000,000	2,000,000	29,840,000	53,727,000
<b>Total Comm &amp; Tech</b>	<b>260,232,000</b>	<b>115,691,305</b>	<b>9,320,000</b>	<b>31,122,536</b>	<b>416,365,841</b>	<b>1,161,559,536</b>
<b>TOTAL</b>	<b>1,962,432,689</b>	<b>1,114,637,885</b>	<b>41,057,500</b>	<b>481,444,296</b>	<b>3,599,572,370</b>	<b>8,080,641,995</b>

Source: Facilities Master Plan / Capital Project Request, FY 2025 - 2029.

\* Amounts shown are from last year's report, pending submission of the Facilities Master Plan for FY 2025 - 2029.

ALABAMA COMMISSION ON HIGHER EDUCATION  
 Friday, December 8, 2023

Table 4

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

Institution	Immediate Capital Projects - Year 1 (FY 2024-2025)								
	Education Trust Fund	ETF Advancement & Technology Fund	Other State Funding	Other Funds	Total Estimated Cost	Percent Requested From ETF Funds	Percent Requested From Advancement & Tech Funds	Percent Requested From Other State Funds	Percent Requested From Other Funds
Alabama A&M University			32,500,000	178,000,000	210,500,000	None	None	15.44%	84.56%
Alabama State University	71,675,000				71,675,000	100.00%	None	None	None
Athens State University	19,550,000		6,000,000	100,000	25,650,000	76.22%	None	23.39%	0.39%
Auburn University			11,000,000	55,410,000	66,410,000	None	None	16.56%	83.44%
Auburn Univ Montgomery	12,010,000	2,050,000			14,060,000	85.42%	14.58%	None	None
Jacksonville State Univ	4,550,000		600,000	21,730,000	26,880,000	16.93%	None	2.23%	80.84%
Troy University	249,175,879				249,175,879	100.00%	None	None	None
University of Alabama	283,276,447	8,600,000	105,088,122	610,653,011	1,007,617,580	28.11%	0.85%	10.43%	60.60%
Univ of Alabama at Birmingham				435,546,000	435,546,000	None	None	None	100.00%
Univ of Alabama in Huntsville	147,796,202	19,600,000			167,396,202	88.29%	11.71%	None	None
University of Montevallo	9,106,500	525,000		5,000,000	14,631,500	62.24%	3.59%	None	34.17%
University of North Alabama	18,200,000		38,500,000	18,000,000	74,700,000	24.36%	None	51.54%	24.10%
University of South Alabama	24,000,000		76,127,440	220,883,038	321,010,478	7.48%	None	23.71%	68.81%
University of West Alabama	30,750,000				30,750,000	100.00%	None	None	None
Dauphin Isl Sea Lab /MESC	17,500,000				17,500,000	100.00%	None	None	None
SR & Dauphin Isl Total	887,590,028	30,775,000	269,815,562	1,545,322,049	2,733,502,639	32.47%	1.13%	9.87%	56.53%
Bevill State Community College	13,300,000				13,300,000	100.00%	None	None	None
Bishop State Comm College			1,350,000	66,147,190	67,497,190	None	None	2.00%	98.00%
Calhoun State Comm College			25,500,000		25,500,000	None	None	100.00%	None
Central Alabama Comm College			1,530,000	13,080,000	14,610,000	None	None	10.47%	89.53%
Chatt Valley Community College*			3,056,260		3,056,260	None	None	100.00%	None
Coastal Alabama Comm College	450,000		700,000	12,500,000	13,650,000	3.30%	None	5.13%	91.58%
Drake State Com & Tech College			5,479,423	596,577	6,076,000	None	None	90.18%	9.82%
Enterprise State Comm College				7,803,426	7,803,426	None	None	None	100.00%
Gadsden State Comm College	3,600,000				3,600,000	100.00%	None	None	None
Ingram State Technical College	825,000		260,000		1,085,000	76.04%	None	23.96%	None
Jefferson State Comm College	975,000				975,000	100.00%	None	None	None
Lawson St Community College			1,100,000	12,450,000	13,550,000	None	None	8.12%	91.88%
L. B. Wallace Comm College				18,450,000	18,450,000	None	None	None	100.00%
Marion Military Institute	5,040,000			34,650,000	39,690,000	12.70%	None	None	87.30%
Northeast AL Comm College			2,160,000		2,160,000	None	None	100.00%	None
Northwest-Shoals Com College	1,000,000		22,000,000	20,701,425	43,701,425	2.29%	None	50.34%	47.37%
Reid State Technical College			11,590,864	250,000	11,840,864	None	None	97.89%	2.11%
Shelton State Comm College	16,535,000		2,250,000	14,877,980	33,662,980	49.12%	None	6.68%	44.20%
Snead State Comm College	1,605,000		35,000,000	2,000,000	38,605,000	4.16%	None	90.66%	5.18%
Southern Union St Comm Coll				20,500,000	20,500,000	None	None	None	100.00%
Trenholm St Comm College			305,000	44,934,842	45,239,842	None	None	0.67%	99.33%
Wall St Comm College - Dothan	5,000,000	10,000,000	14,940,135		29,940,135	16.70%	33.40%	49.90%	None
Wall St Comm Coll - Hanceville*	769,000	1,700,000	47,305,400	2,000,000	51,774,400	1.49%	3.28%	91.37%	3.86%
Wall St Comm College - Selma	2,887,000				2,887,000	100.00%	None	None	None
Total Comm & Tech	51,986,000	11,700,000	174,527,082	270,941,440	509,154,522	10.21%	2.30%	34.28%	53.21%
TOTAL	939,576,028	42,475,000	444,342,644	1,816,263,489	3,242,657,161	28.98%	1.31%	13.70%	56.01%

Source: Facilities Master Plan / Capital Project Request, FY 2025 - 2029.

\*Amounts shown are from last year's report, pending submission of the Facilities Master Plan for FY 2025 - 2029.

Table 5  
 Summary Table  
 Intermediate Capital Projects  
 By Projected Funding Source  
 All Public Higher Education Institutions

Institution	Intermediate Capital Projects - Year 2 (FY 2025-2026)								
	Education Trust Fund	ETF Advancement & Technology Fund	Other State Funding	Other Funds	Total Estimated Cost	Percent Requested From ETF Funds	Percent Requested From Advancement & Tech Funds	Percent Requested From Other State Funds	Percent Requested From Other Funds
Alabama A&M University			29,350,000	40,000,000	69,350,000	None	None	42.32%	57.68%
Alabama State University	69,650,000				69,650,000	100.00%	None	None	None
Athens State University	7,475,000				7,475,000	100.00%	None	None	None
Auburn University			10,000,000	25,850,000	35,850,000	None	None	27.89%	72.11%
Auburn Univ Montgomery	8,500,000	2,000,000			10,500,000	80.95%	19.05%	None	None
Jacksonville State Univ	4,450,000			5,000,000	9,450,000	47.09%	None	None	52.91%
Troy University	27,350,000				27,350,000	100.00%	None	None	None
University of Alabama	298,606,777			100,208,800	398,815,577	74.87%	None	None	25.13%
Univ of Alabama at Birmingham				184,235,000	184,235,000	None	None	None	100.00%
Univ of Alabama in Huntsville	41,272,714				41,272,714	100.00%	None	None	None
University of Montevallo	3,475,000	800,000		650,000	4,925,000	70.56%	16.24%	None	13.20%
University of North Alabama	8,400,000			65,000,000	73,400,000	11.44%	None	None	88.56%
University of South Alabama				43,000,000	43,000,000	None	None	None	100.00%
University of West Alabama	26,600,000				26,600,000	100.00%	None	None	None
Dauphin Isl Sea Lab /MESC	500,000				500,000	100.00%	None	None	None
SR & Dauphin Isl Total	496,279,491	2,800,000	39,350,000	463,943,800	1,002,373,291	49.51%	0.28%	3.93%	46.28%
Bevill State Community College	3,350,000				3,350,000	100.00%	None	None	None
Bishop State Comm College			4,250,000		4,250,000	None	None	100.00%	None
Calhoun State Comm College			42,000,000		42,000,000	None	None	100.00%	None
Central Alabama Comm College			260,000	3,717,485	3,977,485	None	None	6.54%	93.46%
Chatt Valley Community College*			217,000		217,000	None	None	100.00%	None
Coastal Alabama Comm College	450,000		6,700,000		7,150,000	6.29%	None	93.71%	None
Drake State Com & Tech College			10,395,000	250,000	10,645,000	None	None	97.65%	2.35%
Enterprise State Comm College				11,727,388	11,727,388	None	None	None	100.00%
Gadsden State Comm College	28,275,000			600,000	28,875,000	97.92%	None	None	2.08%
Ingram State Technical College	1,290,000				1,290,000	100.00%	None	None	None
Jefferson State Comm College	350,000				350,000	100.00%	None	None	None
Lawson St Community College			200,000	2,250,000	2,450,000	None	None	8.16%	91.84%
L. B. Wallace Comm College			200,000		200,000	None	None	100.00%	None
Marion Military Institute	670,000			1,310,000	1,980,000	33.84%	None	None	66.16%
Northeast AL Comm College						None	None	None	None
Northwest-Shoals Com College				2,629,000	2,629,000	None	None	None	100.00%
Reid State Technical College			34,477,300		34,477,300	None	None	100.00%	None
Shelton State Comm College			27,300,000		27,300,000	None	None	100.00%	None
Snead State Comm College	775,000		8,000,000		8,775,000	8.83%	None	91.17%	None
Southern Union St Comm Coll				16,500,000	16,500,000	None	None	None	100.00%
Trenholm St Comm College						None	None	None	None
Wall St Comm College - Dothan	3,803,000			1,300,000	5,103,000	74.52%	None	None	25.48%
Wall St Comm Coll - Hanceville*		1,693,000	100,000		1,793,000	None	94.42%	5.58%	None
Wall St Comm College - Selma	21,000,000				21,000,000	100.00%	None	None	None
Total Comm & Tech	59,963,000	1,693,000	134,099,300	40,283,873	236,039,173	25.40%	0.72%	56.81%	17.07%
TOTAL	556,242,491	4,493,000	173,449,300	504,227,673	1,238,412,464	44.92%	0.36%	14.01%	40.72%

Source: Facilities Master Plan / Capital Project Request, FY 2025 - 2029.  
 \*Amounts shown are from last year's report, pending submission of the Facilities Master Plan for FY 2025 - 2029.

ALABAMA COMMISSION ON HIGHER EDUCATION  
 Friday, December 8, 2023

Table 6  
 Summary Table  
 Long-Term Capital Projects  
 By Projected Funding Source  
 All Public Higher Education Institutions

Institution	Long Term Capital Projects - Years 3-5 (FY 2026-2027 - FY 2028-2029)								
	Education Trust Fund	ETF Advancement & Technology Fund	Other State Funding	Other Funds	Total Estimated Cost	Percent Requested From ETF Funds	Percent Requested From Advancement & Tech Funds	Percent Requested From Other State Funds	Percent Requested From Other Funds
Alabama A&M University			155,150,000		155,150,000	None	None	100.00%	None
Alabama State University	254,800,000				254,800,000	100.00%	None	None	None
Athens State University	450,000	1,000,000	7,500,000	2,700,000	11,650,000	3.86%	8.58%	64.38%	23.18%
Auburn University				803,710,000	803,710,000	None	None	None	100.00%
Auburn Univ Montgomery	19,800,000	6,000,000			25,800,000	76.74%	23.26%	None	None
Jacksonville State Univ	7,350,000			4,200,000	11,550,000	63.64%	None	None	36.36%
Troy University	124,701,440				124,701,440	100.00%	None	None	None
University of Alabama	596,608,264			217,916,804	814,525,068	73.25%	None	None	26.75%
Univ of Alabama at Birmingham				464,710,000	464,710,000	None	None	None	100.00%
Univ of Alabama in Huntsville	229,947,521				229,947,521	100.00%	None	None	None
University of Montevallo	7,281,250	7,281,250		35,000,000	49,562,500	14.69%	14.69%	None	70.62%
University of North Alabama	95,000,000				95,000,000	100.00%	None	None	None
University of South Alabama	10,000,000		10,000,000	78,000,000	98,000,000	10.20%	None	None	79.53%
University of West Alabama	32,100,000				32,100,000	100.00%	None	None	None
Dauphin Isl Sea Lab /MESC	12,000,000				12,000,000	100.00%	None	None	None
SR & Dauphin Isl Total	1,390,038,475	14,281,250	172,650,000	1,606,236,804	3,183,206,529	43.67%	0.45%	5.42%	50.46%
Bevill State Community College			3,430,000		3,430,000	None	None	100.00%	None
Bishop State Comm College			17,400,000		17,400,000	None	None	100.00%	None
Calhoun State Comm College			57,300,000		57,300,000	None	None	100.00%	None
Central Alabama Comm College			250,000		250,000	None	None	100.00%	None
Chatt Valley Community College*			2,065,000		2,065,000	None	None	100.00%	None
Coastal Alabama Comm College	15,000,000		2,700,000		17,700,000	84.75%	None	15.25%	None
Drake State Com & Tech College			9,950,000	36,000,000	45,950,000	None	None	21.65%	78.35%
Enterprise State Comm College				13,452,581	13,452,581	None	None	None	100.00%
Gadsden State Comm College	19,075,000				19,075,000	100.00%	None	None	None
Ingram State Technical College	75,000		250,000		325,000	23.08%	None	76.92%	None
Jefferson State Comm College			36,000,000		36,000,000	None	None	100.00%	None
Lawson St Community College				20,450,000	20,450,000	None	None	None	100.00%
L. B. Wallace Comm College			6,000,000		6,000,000	None	None	100.00%	None
Marion Military Institute	13,162,000				13,162,000	100.00%	None	None	None
Northeast AL Comm College				20,750,000	20,750,000	None	None	None	100.00%
Northwest-Shoals Com College				1,070,000	1,070,000	None	None	None	100.00%
Reid State Technical College			10,203,060		10,203,060	None	None	100.00%	None
Shelton State Comm College				23,350,000	23,350,000	None	None	None	100.00%
Snead State Comm College	7,500,000		6,450,000	1,150,000	15,100,000	49.67%	None	42.72%	7.62%
Southern Union St Comm Coll				15,000,000	15,000,000	None	None	None	100.00%
Trenholm St Comm College				11,903,200	11,903,200	None	None	None	100.00%
Wall St Comm College - Dothan	6,360,000			3,250,000	9,610,000	66.18%	None	None	33.82%
Wall St Comm Coll - Hanceville*		2,900,000	24,080,000		26,980,000	None	10.75%	89.25%	None
Wall St Comm College - Selma	19,000,000			10,840,000	29,840,000	63.67%	None	None	36.33%
Total Comm & Tech	80,172,000	2,900,000	176,078,060	157,215,781	416,365,841	19.26%	0.70%	42.29%	37.76%
TOTAL	1,470,210,475	17,181,250	348,728,060	1,763,452,585	3,599,572,370	40.84%	0.48%	9.69%	48.99%

Source: Facilities Master Plan / Capital Project Request, FY 2025 - 2029.  
 \*Amounts shown are from last year's report, pending submission of the Facilities Master Plan for FY 2025 - 2029.

**Table 7a**  
**Report on Revenue Bonds Issued by Alabama Public Four-Year Universities**

Institution	Total Original Value	Total Amount Outstanding 9/30/2023	Total Amount of Principal Debt Service 9/30/2023	Total Amount of Interest Debt Service 9/30/2023	Total Amount of Debt Service 9/30/2023	Sources of Payment
Alabama A&M University	70,000,000	65,436,528	0	1,483,186	1,483,186	Various pledged revenues, which includes but is not limited to proceeds from tuition, fees, and auxiliary operations
Alabama State University	75,805,000	41,660,000	4,455,000	2,196,756	6,651,756	Tuition and Fee Revenue
Athens State University	10,595,000	6,218,000	1,474,000	113,608	1,587,608	Tuition & Fees
Auburn University	1,169,657,000	1,001,820,000	43,054,000	36,951,878	80,005,878	General Fund, Student Fees, Housing & Dining Revenue, Athletic Revenue
Auburn Univ Montgomery	Reported with Auburn University					
Jacksonville State University	98,660,000	84,955,000	2,840,000	3,521,940	6,361,940	Housing
Troy University	182,155,000	136,120,000	8,210,000	5,967,177	14,177,177	General Student Fees
University of Alabama	1,196,300,000	1,031,040,000	39,505,000	38,670,631	78,175,631	Tuition, Housing, Athletics, Parking, Food Service, Fraternities
Univ of Alabama at Birmingham (D	1,005,685,000	696,375,000	102,605,000	24,713,434	127,318,434	E&G & Auxiliary
Univ of Alabama in Huntsville	154,475,000	125,600,000	5,580,000	4,730,544	10,310,544	Housing Fees & Student Tuition/Fees
University of Montevallo	50,236,000	45,130,000	944,000	1,832,066	2,776,066	Pledged Revenues
University of North Alabama	163,405,000	111,365,000	3,305,000	3,964,676	7,269,676	Housing Revenues & Tuition/Fees
University of South Alabama	607,833,000	463,655,035	22,324,311	14,156,415	36,480,726	Tuition & Fee revenues, portion of revenues USA Children's & Women's Hospital, gross revenues from Auxiliary Enterprises
University of West Alabama	286,640,000	247,925,000	1,650,000	2,025,121	3,675,121	General Fees & Capitalized Interest
Dauphin Isl Sea Lab /MESC	2,000,000	485,000	240,000	10,297	250,297	Prog. Service Revenue
SR & Dauphin Isl Total	5,073,446,000	4,057,784,563	236,186,311	140,337,729	376,524,040	



**Table 7b**  
**Report on Revenue Bonds Issued by Alabama Public Two-Year Colleges**

Institution	Total Original Value	Total Amount Outstanding 9/30/2023	Total Amount of Principal Debt Service 9/30/2023	Total Amount of Interest Debt Service 9/30/2023	Total Amount of Debt Service 9/30/2023	Sources of Payment
Bevill State Community College	-	-	-	-	-	
Bishop State Comm College	22,222,000	18,670,000	470,000	778,524	1,248,524	Plant Funds
Calhoun State Comm College	48,745,000	23,074,000	3,448,000	911,754	4,359,754	Tuition & Fees
Central Alabama Comm College	5,485,000	4,935,000	280,000	153,163	433,163	Tuition Revenue
Chatt Valley Comm. College*	5,855,000	5,855,000	0	306,400	306,400	Tuition & Fees
Coastal Alabama Comm College	12,738,000	12,003,000	1,235,000	706,155	1,941,155	Building Fee
Drake State Com & Tech College	0	0	0	0	0	
Enterprise State Comm College	25,695,000	25,510,000	185,000	127,715	312,715	Building Fee
Gadsden State Comm College	30,799,000	21,676,000	1,595,000	1,068,641	2,663,641	Building Fee, Tuition, & Local Government Contribution
Ingram State Technical College	0	0	0	0	0	
Jefferson State Comm College	30,042,000	14,928,000	2,192,000	588,103	2,780,103	Tuition & Fees
Lawson St Community College	2,670,000	2,670,000	0	92,250	92,250	Tuition and Fees, Room Charges, Dept. of Ed
L. B. Wallace Comm College	3,460,000	2,905,000	280,000	86,156	366,156	Tuition & Fees
Marion Military Institute	0	0	0	0	0	
Northeast AL Comm College	11,319,000	8,275,000	411,000	247,355	658,355	Tuition & Fees
Northwest-Shoals Comm College	18,735,000	15,255,621	415,316	534,948	950,264	Tuition & Fees
Reid State Technical College	0	0	0	0	0	
Shelton State Comm College	0	0	0	0	0	
Snead State Comm College	12,140,000	12,140,000	0	415,358	415,358	Tuition
Southern Union St Comm Coll	32,620,000	20,265,000	2,030,000	774,475	2,804,475	Tuition & Fees
Trenholm St Comm College	5,150,000	4,735,000	210,000	133,883	343,883	Tuition and Special Building Fees
Wall St Comm College - Dothan	16,211,000	8,539,000	1,416,000	246,069	1,662,069	Tuition & Fees & Special Building Fee
Wall St Comm Coll - Hanceville*	26,935,000	26,125,000	405,000	819,631	1,224,631	Tuition & Fees & Building Fees
Wall St Comm College - Selma	0	0	0	0	0	
<b>Total Comm &amp; Tech</b>	<b>310,821,000</b>	<b>227,560,621</b>	<b>14,572,316</b>	<b>7,990,580</b>	<b>22,562,896</b>	
<b>TOTAL</b>	<b>5,384,267,000</b>	<b>4,285,345,184</b>	<b>250,758,627</b>	<b>148,328,309</b>	<b>399,086,936</b>	

Source: Facilities Master Plan / Capital Project Request, FY 2025 - 2029.

\*Amounts shown are from last year's report, pending submission of the Facilities Master Plan for FY 2025 - 2029.

DECISION ITEM: E Final Approval of Administrative Procedures for the New Chapter 300-4-13: (Re)Engage Alabama Grant Program

Staff Presenter: Artcola Pettway  
Grants and Scholarships Associate

Staff Recommendation: That the Commission grant final approval to the proposed administrative procedures for the new Chapter 300-4-13: (Re)Engage Alabama Grant Program.

Background: This program was created through Alabama Act 2023-539. The purpose of the program is to increase the number of Alabama adults with college degrees, to encourage adults who have earned some college credit hours to return to college and complete a college degree program connected with the workforce development needs that is aligned with Alabama's high demand occupation list, and to establish a grant program that will provide financial assistance to adult learners for postsecondary education in the state of Alabama

Preliminary approval of the proposed administrative procedures was granted by the Commission on Friday, September 8, 2023. The proposed changes was filed with the Legislative Services Agency on September 19, 2023 and published in the *Alabama Administrative Monthly* on September 29, 2023. Interested parties had until November 3, 2023 to comment. No comments were received.

At the September Commission meeting, the Statutory Authority for Chapter 300-4-13 was stated as "Code of Ala. 1975, §40-18-422, et seq. Alabama Act 2023-539". This was an error revised before the September submission to the Legislative Services Agency to correctly be written as "Code of Ala. 1975, §16-5-1, et seq. and Alabama Act 2023-539".

Should the Commission grant final approval to these proposed administrative procedures, the proposed changes will go into effect 35 days after the administrative procedures are certified by the Executive Director, and subsequently filed with the Legislative Services Agency.

Supporting Documentation: Proposed Administrative Procedures to the (Re)Engage Alabama Grant Program for Chapter 300-4-13 of the Alabama Administrative Code (attached).

**Attachment 1**

**ALABAMA COMMISSION ON HIGHER EDUCATION  
ADMINISTRATIVE CODE**

**CHAPTER 300-4-13  
(RE)ENGAGE ALABAMA GRANT PROGRAM**

**TABLE OF CONTENTS**

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**300-4-13-.01 Purpose of Grant Program**

(1) The purpose of the (Re)Engage Alabama Grant Program is to increase the number of Alabama adults with college degrees; to encourage adults who have earned some college credit hours to return to college, enroll, and complete a college degree program that is connected with workforce development needs and aligned with Alabama's high demand occupations list; and to provide financial assistance to adult learners of the State of Alabama for postsecondary education in the State of Alabama. This scholarship was established in 2023 during the legislative session as Act 2023-539.

**Author(s):** Artcola Pettway and Stephanie C. Dolan

**Statutory Authority:** Code of Ala. 1975, § 16-5-1, et seq. and Alabama Act 2023-539

**History:** Filed September 19, 2023.

**300-4-13-.02 Organization**

(1) It is the responsibility of the Alabama Commission on Higher Education (ACHE) to establish and oversee the policies and procedures for the administration and implementation of the (Re)Engage Alabama Grant Program.

(2) ACHE shall appoint staff as needed 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 30th of any given year including updates on all aspects of the program.

**Author(s):** Artcola Pettway and Stephanie C. Dolan

**Statutory Authority:** Code of Ala. 1975, § 16-5-1, et seq. and Alabama Act 2023-539

**History:** Filed September 19, 2023.

**300-4-13-.03 Definition of Terms**

(1) ACADEMIC TERM. A portion of an academic year, such as a semester or quarter, during which an educational institution holds classes (i.e., Fall, Winter, Spring, or Summer).

(2) ADULT LEARNER. A person who is 25 years or older returning to college.

(3) ALABAMA RESIDENT. A person who has been classified as an in-state resident by an authorized institution and has established residency within the state of Alabama for at least a 12-month period prior to the beginning of the term for which financial assistance is requested and is in the State of Alabama for other than a temporary purpose.

(4) 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 or the Council on Occupational Education,

(b) Is eligible to receive Title IV federal student aid program funds, and

(c) Maintains its primary headquarters in Alabama.

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(5) AUTHORIZED INSTITUTION. An approved institution that files a signed and dated (Re)Engage Alabama Grant Program Institutional Agreement with the Commission to comply with all rules, regulations, policies, and procedures of the (Re)Engage Alabama Grant Program set forth by the Commission.

(6) COMMISSION. The Alabama Commission on Higher Education (ACHE).

(7) CONTINUOUS ENROLLMENT. When an adult learner is making academic progress toward degree completion without a stop-out in enrollment of more than one consecutive semester or quarter (i.e., Fall/Winter to Spring, Spring to Summer/Fall, or Summer to Fall).

(8) CREDITS (SEMESTER CREDIT AND QUARTER CREDIT). A semester credit is 1.5 times that of a quarter credit.

(9) ELIGIBLE PROGRAM. An eligible program that is a nonsectarian, secular educational program aligned with Alabama's high demand workforce needs promulgated by the Alabama Committee on Credentialing and Career Pathways.

(10) ELIGIBLE STUDENT. A person who completed the Free Application for Federal Student Aid (FAFSA), is in pursuit of one's first associate or baccalaureate degree, satisfies the criteria set out in the Act 2023-539, and is found to be eligible by rules adopted by the Commission.

(11) FULL-TIME STUDENT. A full-time student is defined as an eligible student who is carrying a full-time academic workload 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, which amounts to the equivalent of a minimum of twelve (12) semester hours or eighteen (18) 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) semester credit hours] per academic term for courses in religion or theology shall be considered when calculating a student's full-time status.

(12) GRANT. A financial award by the State of Alabama to defray the cost of tuition and mandatory fees to an eligible adult learner who is currently enrolled in an authorized institution.

(13) PART-TIME STUDENT. An eligible student who is carrying a part-time academic workload 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 part-time study, which amounts to the equivalent of a minimum of six (6) semester hours or nine (9) quarter hours per academic term; or the student is charged the tuition and fees for part-time study by the institution. Any student enrolled for less than the equivalent of six (6) semester hours or nine (9) quarter hours is ineligible for a (Re)Engage Alabama Grant Program payment. For purposes of this program, no more than one course (with a maximum of four (4) semester credit hours per academic term for courses in religion and theology) shall be considered when calculating a student's part-time status.

(14) PROGRAM. The (Re)Engage Alabama Grant Program created by the Act 2023-539 and administered by the Commission that provides grant award payments to institutions for eligible adult learners for college degree completion.

(15) PRORATION OF FUNDS. Should funds appropriated to the (Re)Engage Alabama Grant Program be insufficient to provide such recipients 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.

(16) (RE)ENGAGE ALABAMA GRANT PROGRAM FORMS. Institutions will be required to submit the following documents:

(a) (Re)Engage Alabama Grant Program Institutional Agreement - the document is to be signed by the President of the institution.

(b) (Re)Engage Alabama Grant Program Application - the document is to be completed and submitted by each student seeking (Re)Engage Alabama Grant Program funds per academic term.

(c) (Re)Engage Alabama Grant Program Award List - the document is to be completed and submitted by the financial aid office representative acknowledging certification of all applicants per academic term.

(d) (Re)Engage Alabama Grant Program Refund Form - the document is to be completed by the financial aid office representative for any checks or refunds to be returned per academic term.

(17) REFUNDS. If a student withdraws or becomes ineligible for the (Re)Engage Alabama Grant Program during the academic term of the award year, the institution will not award the (Re)Engage Alabama Grant Program funds to the student. If a student withdraws from the college or reduces one's course-load after receiving (Re)Engage Alabama Grant Program funds, but before the end of the academic term and is not entitled to a refund in accordance with the institution's refund policy, the (Re)Engage Alabama Grant Program will not require the institution to refund the institution's (Re)Engage account any portion of the grant award which was utilized by the student for the period of actual attendance. However, if the grant award exceeds the amount of the educational cost to the student, the institution must return the overpayment difference to the institution's (Re)Engage account for potential future redistribution to another eligible student. The institution must maintain documentation of the student's records, 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 grant award, and (d) the amount of refund due to the (Re)Engage Program.

(18) RENEWAL OF GRANT. A student grant recipient who maintains eligibility and continuous enrollment as defined may receive the award the next academic term or until such time as the student receives an associate or baccalaureate degree. Each term's renewed award amount is determined by the number of hours enrolled and must be reflected in the certified (Re)Engage Award List. Therefore, the student must complete an application for each term.

(19) STOP-OUT. A student who was not enrolled or attended a postsecondary education institution for least two (2) years (24 consecutive months) prior to current enrollment.

(20) TRANSFER STUDENT. Each (Re)Engage Alabama Grant Program award is made on the basis of the student applicant attending the postsecondary educational institution listed on the student's application form. A student grant recipient who elects to transfer from the original awarding institution to another educational institution will automatically become ineligible for the grant as the (Re)Engage Alabama Grant Program award is not transferable from one educational institution to another.

(21) UNDERGRADUATE STUDENT. An eligible student with the completion of at least 36 credit hours for an associate

degree or at least 72 credit hours for a baccalaureate degree of a college degree program that is connected with workforce development needs and aligned with Alabama's high demand occupations list promulgated by the Alabama Committee on Credentialing and Career Pathways; and at an approved institution and has not earned an associate or baccalaureate degree. Students who have previously earned an associate or baccalaureate degree, even though they may be enrolled in an undergraduate course of study, are not eligible for a (Re)Engage Alabama Grant Program grant.

(22) YEAR. An academic year that shall be divided into Fall, Winter, Spring, and Summer terms. The term does not mean calendar or fiscal year.

**Author(s):** Artcola Pettway and Stephanie C. Dolan

**Statutory Authority:** Code of Ala. 1975, § 16-5-1, et seq. and Alabama Act 2023-539

**History:** Filed September 19, 2023.

**300-4-13-.04     Audits**

(1) Each approved institution receiving grants on behalf of, and to the credit of, any student shall be subject to examination at any time by the Commission, the Examiner of Public Accounts, or the State Auditor, for the purpose of determining whether such institution has complied with the policies and procedures of the (Re)Engage Alabama Grant Program. If an institution certifies an ineligible student for a (Re)Engage Alabama Grant Program award, the amount of the grant paid pursuant to such certification shall be refunded by the institution to the (Re)Engage Alabama Grant Program. The Department of Examiners of Public Accounts may audit all receipts, disbursements, assets, liabilities, and other resources of any postsecondary educational institution receiving grant funds on behalf of, and to the credit of, any student.

**Author(s):** Artcola Pettway and Stephanie C. Dolan

**Statutory Authority:** Code of Ala. 1975, § 16-5-1, et seq. and Alabama Act 2023-539

**History:** Filed September 19, 2023.

**300-4-13-.05     Rule Making Authority for Grant Program**

(1) The (Re)Engage Alabama Grant Program shall be administered by the Commission, which may adopt any rules necessary for the administration of the program.



(2) The allocation of funds is based on the proportional share of Alabama-resident graduates of the approved public institutions' programs divided by available funds. Similar calculation is conducted for the approved private, nonprofit institutions using IPEDS and institutional data requests.

(a) Using the Alabama Committee on Credentialing and Career Pathways (ACCCP) statewide high demand occupation list, the process to determine each institution's fund allocation is as follows:

1. Careers requiring an associate or bachelor's degree within the upper quartile based on the ACCCP high demand and high wage are identified as the workforce shortages to be targeted for the program.

2. The nationally recognized Classification of Instructional Programs (CIPs) that align with the upper quartile ACCCP high wage high demand occupations are identified to create a program CIP listing.

3. From the program CIP listing, the CIPs that are offered at the approved institutions are identified per institution.

4. Historical data of Alabama-resident graduates per CIP for each approved institution is collected and analyzed to evaluate the total average degree count for the associate and baccalaureate levels for the program CIPs.

5. The associate average degree total and the baccalaureate average degree total are each divided by the overall average degree total to determine the percentage of available funds to be allocated per degree level (i.e., the initial distribution for 2024 yielded 74% of funds to be allocated for baccalaureate and 26% of funds to be allocated for associate).

6. Each institution's average number of in-state degrees awarded is divided by the total degrees per level (associate or baccalaureate) to determine the institution's degree percentage within the degree level.

7. Each institution's degree percentage is multiplied by the amount of the degree level portion of funds determined in section .05(2)(a)5.

8. The number of potential grant recipients is determined by dividing the institution's funding portion in section .05(2)(a)7 by the maximum per academic year award for a full-time student (i.e., Bachelor's: minimum 72 hours earned with at least 48 remaining for degree completion at 120 hours, costing \$12,000 at \$250 per credit hour; Associate: minimum 36 hours earned with at least 24 remaining for degree completion at 60 hours, costing \$3,000 at \$125 per credit hour.) This funding calculation yields ample funding for students who would require the maximum number of hours (based on 60 credit hours for associate and 120 credit hours for bachelor's) to complete a degree in one of the qualifying CIPs.

**Author(s):** Artcola Pettway and Stephanie C. Dolan

**Statutory Authority:** Code of Ala. 1975, § 16-5-1, et seq. and Alabama Act 2023-539

**History:** Filed September 19, 2023.

**300-4-13-.06     Awarding Procedures**

(1) The following procedures shall be the method used by the Commission for making the (Re)Engage Alabama Grant Program funds available to eligible students at approved institutions:

(a) Each applicant must submit to the eligible institution a yearly Free Application for Federal Student Aid application (FAFSA).

(b) An applicant may receive consideration for the (Re)Engage Alabama Grant Program award at only one approved institution during one academic term. An application must be submitted for each term of enrollment. The student recipient must remain continuously enrolled at the same approved institution while seeking to complete a degree in the approved (Re)Engage Program to maintain eligibility.

(c) The (Re)Engage Alabama Grant Program Application may be obtained from approved institutions.

1. All information requested on the initial (Re)Engage Alabama Grant Program Application must be completed by the student and submitted to the Financial Aid Office of the approved institution in which the student is enrolled by the given deadline date. As long as a student is continuously enrolled as defined, the student is to complete a (Re)Engage Alabama Grant Program application for each term following the

initial award term. All applications must be kept on file (electronically or paper) by the institution for at least five years following the student receiving a degree. Should a student not be continuously enrolled at the institution, a new application is required following stop-out, as defined, prior to the new enrollment and reconsideration of receiving the grant. ACHE is to receive a copy of all applications and the certified (Re)Engage Alabama Grant Program Award List within 30 business days of the student application deadlines each academic term.

(i) Student application deadlines for semester terms are as follows:

(I) Fall Semester term grant applications must be received by September 15.

(II) Spring Semester term grant applications must be received by February 15.

(III) Summer Semester term grant applications must be received by June 15.

(ii) Student application deadlines for quarter terms are as follows:

(I) Fall Quarter term grant applications must be received by September 15.

(II) Winter Quarter term grant applications must be received by January 15.

(III) Spring Quarter term grant applications must be received by April 15.

(IV) Summer Quarter term grant applications must be received by June 15.

2. Initial applications received by an approved institution's Financial Aid Office shall be dated when received. Each initial application shall have a preliminary review by the institution to determine if the application is complete and meets the eligibility criteria for a grant. Each student applicant shall be notified by the institution when the initial application is incomplete and additional information is needed. If all items and information requested on the initial application form are not completed, the application is invalid and the student is ineligible to receive the (Re)Engage Alabama Grant Program payment. The institution shall notify each

applicant who does not meet all eligibility criteria and is, therefore, ineligible for the (Re)Engage Alabama Grant Program award.

3. All applications which pass the institution's preliminary review for eligibility shall be compared to other appropriate institutional records. Institutional records shall be used to verify the following requirements for each student applicant:

- (i) Age, 25 years or older.
- (ii) A citizen or a lawful permanent resident of the United States.
- (iii) A resident of Alabama.
- (iv) A graduate of a secondary school or the recognized equivalent of a high school graduate.
- (v) Has not attended a postsecondary education institution for at least two (2) years (24 consecutive months) prior to their current enrollment.
- (vi) Has not earned an associate or baccalaureate degree at any other institution prior to applying for the (Re)Engage Alabama Grant Program.
- (vii) Classified as an undergraduate student with the completion of at least 36 credit hours for an associate degree or at least 72 credit hours for a baccalaureate degree.
- (viii) Enrolled as a full-time student (minimum of twelve (12) semester hours) or part-time (minimum of six (6) semester hours) student in an eligible program in an authorized institution leading to an associate degree or baccalaureate degree that is aligned with Alabama's high demand workforce needs promulgated by the Alabama Committee on Credentialing and Career Pathways.
- (ix) Has good academic standing as defined by the institution.
- (x) Not enrolled in a course of study leading to an undergraduate degree in theology, divinity, or field of preparation for a religious vocation.

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(d) For students who are to be determined as eligible for a (Re)Engage Alabama Grant Program award each term, the institution shall complete a certified (Re)Engage Alabama Grant Program Award List and submit the list to the Commission. The award list shall include but is not limited to the following information: student's full name, identification number, the eligible program in which the student is enrolled, current term requesting funds, prior terms of received funds (includes renewals of grant), and total enrollment hours of all students to validate eligibility and determine award amount during the identified academic term. This list will be electronically shared with the Commission using a Secure File Transfer Protocol (SFTP) network provided by the Commission for security purposes. The financial aid office representative and the president of each institution shall sign the approved institution's (Re)Engage Alabama Grant Program Award List for each academic term, certifying that each student on the roster is eligible for the award and has submitted a complete and acceptable (Re)Engage Alabama Grant Program application to the institution on or before the application deadline for the term in which payment is requested.

(e) The maximum award amount a full-time student may receive per academic term is \$3,000 for universities and \$1,500 for community colleges. The maximum award shall be reduced proportionately for students who enroll six to eleven hours and for students enrolled in less common academic terms, such as quarters, summer terms, and intersessions.

(f) Each awardee shall be sent an award notice by the institution to inform of aid awarded through the (Re)Engage Alabama Grant Program.

(g) The institutional financial aid office representative will check each awardee for eligibility guidelines to include, but not limited to, the following:

1. Age, 25 years or older;
2. Residency of Alabama;
3. Student has not attended a postsecondary education institution for at least two (2) years (24 consecutive months) prior to their current enrollment.
4. Number of hours enrolled;
5. Eligible program and academic progress; and

6. Good standing as defined by the institution.

(h) The institutional financial aid office representative shall be responsible for ensuring that each student is not over-awarded.

(i) The (Re)Engage Alabama Grant Program will send a total sum payment of funds per academic term to the approved institution for deposit in the institution's (Re)Engage account to be credited accordingly to eligible student accounts provided on each academic term's (Re)Engage Alabama Grant Program Award List.

(j) All eligible institutions shall follow the policies and procedures set forth by the Commission for the (Re)Engage Alabama Grant Program.

**Author(s):** Artcola Pettway and Stephanie C. Dolan

**Statutory Authority:** Code of Ala. 1975, § 16-5-1, et seq. and Alabama Act 2023-539

**History:** Filed September 19, 2023.

### **300-4-13-.07 Disbursement of Funds**

(1) ACHE shall determine from the certified award lists received from all approved institutions the sufficiency of funds and the per grant dollar amount per eligible student for each academic term. Each eligible full-time student may receive a maximum of \$3,000 per term for universities (baccalaureate level programs) or \$1,500 for community colleges (associate level programs). The maximum award shall be reduced proportionately for students who enroll six to eleven hours and for students enrolled in less common academic terms, such as quarters, summer terms, and intersessions. No eligible student shall receive a grant at more than one approved institution during any one academic term.

(2) ACHE shall determine the dollar amount of each institution's total grant amount needed to cover students enrolled in each academic term and shall prepare a request for the State Comptroller to disburse (Re)Engage Alabama Grant Program funds to the institutions. ACHE shall earmark the total award amount designated for the student based upon the hours required to complete the approved associate degree (60 hours) or baccalaureate (120 hours). The institution will be responsible

for allocating the funds accordingly and not exceed award amount.

(3) 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 and shall credit each eligible student's account with the dollar amount indicated on the signature roster. The approved institution shall return the completed certified signature roster to the (Re)Engage Alabama Grant Program Office. 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 a (Re)Engage Alabama Grant is credited to an eligible student's account, a check in the amount of the excess funds (credit) shall be returned to the (Re)Engage Alabama Grant Program.

(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 (Re)Engage Program. Funds are considered received by a student when the institution credits an (Re)Engage Alabama Grant Program payment to the student's account.

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

**Author(s):** Artcola Pettway and Stephanie C. Dolan

**Statutory Authority:** Code of Ala. 1975, § 16-5-1, et seq. and Alabama Act 2023-539

**History:** Filed September 19, 2023.

**300-4-13-.08    Refund and Repayment Requirements**

(1) Funds are considered received by a student when the institution credits a (Re)Engage Alabama Grant Program payment to the student's account. Each institution's financial aid office representative is to complete and submit a (Re)Engage

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Alabama Grant Program Refund Form for any checks or refunds to be returned to the (Re)Engage Program.

(2) 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 (Re)Engage Program.

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

(4) Should a student drop below full-time enrollment to part-time status before the expiration of the institutional refund period (after being certified as full-time by the approved institution), the maximum award shall be reduced proportionately to the student enrollment status for that term.

(5) If a student who drops below full-time enrollment to part-time status after funds are received by the student (following certification as full-time by the approved institution) and is entitled to a refund on reduced charges in accordance with the institution's written refund policy, the institution shall refund the difference between the amount of grants in full-time students as compared to half-time students for that particular term to the (Re)Engage Program. Note: A student who drops below the minimum enrollment requirement of six hours automatically becomes ineligible for the (Re)Engage Grant Program.

(6) Each refund payment reported on the (Re)Engage Alabama Grant Program Refund Form shall include:

(a) The name of the approved institution involved;

(b) The full name and identification number of the student;

(c) The action which necessitated the refund, and the date of that action;



(d) The direct institutional charges to the student for the academic term involved;

(e) The amount of the student's grant payment for that term; and

(f) The amount of the refund due the institution's (Re)Engage Alabama account.

**Author(s):** Artcola Pettway and Stephanie C. Dolan

**Statutory Authority:** Code of Ala. 1975, § 16-5-1, et seq. and Alabama Act 2023-539

**History:** Filed September 19, 2023.

**300-4-13-.09 Review Procedures**

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

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

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

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

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

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

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

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

(a) Any findings of inaccuracies in institutional reports;

(b) Any inconsistencies in institutional reports;

(c) Conclusions regarding the adequacy of administrative controls;

(d) Any areas of noncompliance; and

(e) Recommendations for improvement.

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

(6) When an institutional review reveals sufficient problems pertaining to the (Re)Engage Alabama Grant Program at an institution, the Executive Director of the Commission may:

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

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

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

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

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

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

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

(b) Continue the Executive Director's suspension subject to limitations or exceptions,

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

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

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

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

**Author(s):** Artcola Pettway and Stephanie C. Dolan

**Statutory Authority:** Code of Ala. 1975, § 16-5-1, et seq. and Alabama Act 2023-539

**History:** Filed September 19, 2023.

**300-4-13-.10 Maintenance of Records**

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

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

(3) The financial aid office representative for the (Re)Engage Alabama Grant Program will collect and submit copies of the completed (Re)Engage Alabama Grant Program Applications and the (Re)Engage Grant Program Award List to the Commission each academic term, all of which will be used to gather data in a uniform manner from each institution for each applicant; such forms shall contain information relative to all eligibility

criteria for a (Re)Engage Alabama Grant Program award. Fiscal records pertaining to the operation of the (Re)Engage Alabama Grant Program at an approved institution must be maintained in a manner which provides a clear audit trail.

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

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

**Author(s):** Artcola Pettway and Stephanie C. Dolan

**Statutory Authority:** Code of Ala. 1975, § 16-5-1, et seq. and Alabama Act 2023-539

**History:** Filed September 19, 2023.

DECISION ITEM: F

Final Approval of Repeal and New Rule §300-2-1-.02 within Administrative Procedures for Academic Program Review

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission give final approval the proposed repeal of the existing rule §300-2-1-.02 (“Review and Approval or Disapproval of Proposed Postsecondary Course Offerings in Alabama by Non-Alabama Institutions Seeking State Authorization”) and adoption of a new rule in its place, to be entitled, “Review or Exemption from Review of Proposed Postsecondary Course Offerings in Alabama by Non-Alabama Institutions Seeking State Authorization.”

Background:

Review of postsecondary offerings in Alabama by non-Alabama institutions seeking state authorization fits within the authority given to the Commission by the Legislature in *Code of Alabama 1975, §16-5-10*:

“The commission shall exercise the following powers and duties in addition to those otherwise specified in this article: ...

(14) To authorize and regulate instructional programs or units offered by non-Alabama institutions of postsecondary education in the State of Alabama. No institution of postsecondary education located outside of Alabama may offer units or programs of instruction within Alabama without prior approval of the commission, except for those accredited units or programs approved by regional accrediting authorities or accredited degree granting entities located in states participating in reciprocity agreements entered into by the Governor or the commission. The commission under its rule-making authority shall establish criteria for the approval of such institutions and programs. The commission shall promulgate a schedule of programmatic review fees, commensurate with the cost of commission activities related to programmatic review, not exceeding fifteen thousand dollars (\$15,000) per institution. Any programmatic review fee collected from a non-Alabama institution of postsecondary education shall be deposited in the State Treasury to the credit of the commission and funds collected are hereby appropriated to the commission.”

It is also important to note that the Commission conducts its review of non-Alabama institutions in partnership with the Private School Licensure Division of the Alabama Community College System (ACCS), which has the primary responsibility for authorizing postsecondary institutions to operate within the state, as noted in *Code of Alabama 1975, §16-46-1 et seq.*

The existing rule §300-2-1-.02 (“Review and Approval or Disapproval of Proposed Postsecondary Course Offerings in

Alabama by Non-Alabama Institutions Seeking State Authorization”) was last updated in 2018 to expand exemptions from programmatic review and to establish review criteria for non-exempt institutions.

The proposed new rule addresses the following issues with existing rule §300-2-1-.02:

1. Rule title is updated to include exemption from review.
2. Rule is reorganized to improve clarity. The proposed organization differs enough from the existing rule that it is preferable to repeal and provide a new rule, rather than amend the existing rule.
3. Additional definitions are added for clarity.
4. Sections on review cycle have been updated to better align with ACCS processes.

At its meeting on September 8, 2023, the Commission voted unanimously to give preliminary approval to the proposed repeal of existing rule and adoption of new rule for §300-2-1-.02. The proposed new rule was submitted to the Alabama Legislative Services Agency and published in the *Alabama Administrative Monthly, Volume XLI, Issue No. 12* on September 29, 2023. The notice included an opportunity for stakeholders and members of the public to present views on the proposed amended rules. No additional comments have been received.

The format of the rule has been updated to conform to guidelines set by the Legislative Services Agency. No changes have been made to the content of the proposed new rule.

If the Commission grants final approval, the amended rule will be filed with the Legislative Services Agency as a Certified Adopted Rule, which will become effective 45 days after it is published to an upcoming issue of the *Alabama Administrative Monthly*.

Supporting Documentation:

1. Text of proposed new rule Administrative Procedures, §300-2-1-.02, attached.
2. “Review and Approval or Disapproval of Proposed Postsecondary Course Offerings in Alabama by Non-Alabama Institutions Seeking State Authorization,” Ala. Admin. Code (Commission on Higher Education), §300-2-1-.02. Available upon request.

**300-2-1-.02      Review or Exemption from Review of Proposed  
Postsecondary Course Offerings in Alabama by Non-Alabama  
Institutions Seeking State Authorization.**

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

(2)            **Scope.** This section shall apply only to Non-Resident Institutions seeking to offer postsecondary programs of instruction to Alabama residents. It does not apply to Alabama-based institutions.

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

(a)            **Accreditation:** A formal process conducted by a non-governmental, independent accrediting agency recognized by the US Department of Education or by the Council for Higher Education Accreditation to ensure the delivery of sound educational programs.

(b)            **ACCS-Exempted Institutions:** Those postsecondary institutions that are granted a Certificate of Exemption from Licensure by the ACCS Private School Licensure Division and for which the System has waived formal licensure application and review.

(c)            **ACHE-Exempted Institutions:** Non-Resident Institutions that are determined to meet one of the criteria for exemption from Commission review and are named in an official letter of exemption from the Commission.

(d) Approved Programs: Programs of study that have been reviewed and found to meet the criteria for approval by the Commission.

(e) Authorization: Formal approval to offer postsecondary programs of instruction to Alabama residents. Authorization is generally secured through one of the following processes:

1. Private School Licensure: A formal process conducted by the ACCS Private School Licensure Division to certify viability and legal authority to offer postsecondary programs of instruction, resulting in a Private School License.

2. Formal Exemption from Licensure: A formal process conducted by the ACCS Private School Licensure Division to verify that a private postsecondary institution has met the criteria for exemption from licensure, resulting in a Certificate of Exemption.

3. Membership in the National Council for State Authorization Reciprocity Agreements (NC-SARA) (applies only to Non-Resident Institutions without a physical presence in Alabama): A streamlined, reciprocity-based process for participating postsecondary institutions to become authorized to offer interstate distance education programs in other NC-SARA member states without individually applying to each state for such authorization, subject to certain limitations. Institutions are approved for NC-SARA membership by their states of domicile, and as a condition of membership, they are required to maintain certain academic and financial standards designed to protect students.

(f) Commission: The Alabama Commission on Higher Education (ACHE).

(g) Distance Education Program: A for-credit postsecondary program for which all instructional requirements can be completed via distance education courses. A distance education program may have in-person requirements that are non-instructional (e.g., orientation, practicum).



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

(i) NC-SARA: The National Council for State Authorization Reciprocity Agreements (NC-SARA) is a national association of member institutions and states organized to provide a streamlined, reciprocity-based process for participating postsecondary institutions to become authorized to offer interstate distance education in other NC-SARA member states without individually applying to each state for such authorization, subject to certain limitations.

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

(k) Non-Resident Institution: Synonymous term for Non-Alabama Institution.

(l) Physical Presence: Having a geographical site with an address and location within the physical boundaries of the State of Alabama.

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

(n) SARA (State Authorization Reciprocity Agreements): An interstate distance education compact coordinated through NC-SARA.

(o) System: The Alabama Community College System (ACCS).

(p) Unaccredited Institution: An institution not accredited by an agency recognized by the US Department of Education or Council on Higher Education Accreditation or by an entity determined to be comparable.

**(4) State Authorization for Non-Resident Institutions.** The Commission's review or exemption from review of postsecondary programs of instruction offered by Non-Resident Institutions is a component of the state authorization process conducted by the ACCS Private School Licensure Division under the authority granted to it under Code of Ala. 1975, §§16-46-1, et seq.

(a) All Non-Resident Institutions seeking authorization by obtaining a Private School License must complete the Commission's program review or exemption process.

(b) If the ACCS Private School Licensure Division grants a Certification of Exemption to a Non-Resident Institution, the institution does not need to apply to the Commission for program review or formal exemption from review.

(c) Non-Resident Institutions who are NC-SARA members and do not maintain a physical presence in Alabama are not required to obtain a Private School License or Certificate of Exemption and are therefore not required to seek program review or exemption by the Commission.

**(5) Requests for Formal Exemption from Program Review.**

(a) As a component of its Private School Licensure application, a Non-Resident Institution may request a letter of exemption from the Commission's program review process, if the institution meets any of the following criteria:

1. It is accredited by a regional, national, or specialized/programmatic accrediting body that is recognized by the US Department of Education or by the Council for Higher Education Accreditation. Documentation concerning accreditation is required.

2. It offers only non-degree programs or non-credit courses.

3. It was originally incorporated in Alabama and is now owned by an entity headquartered in another state. These institutions must have been in continuous

operation in Alabama since their inception, with no more than a one-year interruption of operations due to a change in ownership. Legal documentation of Alabama origin must be submitted to the Commission.

(b) An institution seeking formal exemption from Commission program review must submit an application and proper documentation to the Commission. The Commission will then determine if the institution meets any of the criteria for exemption from review and will inform the Alabama Community College System concerning the disposition of the application.

(c) Formal exemption from program review by the Commission does not exempt Non-Resident Institutions from the ACCS Private School Licensure requirements as established in the Code of Ala. 1975, §§16-46-1, et seq.

**(6) Program Review and Approval Required for Non-Exempt Institutions.**

(a) Any Non-Resident Institution seeking Private School Licensure that is not exempt from Commission review must undergo a review of its programs of instruction and receive approval from the Executive Director on behalf of the Commission.

(b) As a prerequisite to program approval, an unaccredited Non-Resident Institution seeking a Private School License must undergo an external review of its programs of study by one or more outside consultants chosen by the Commission.

1. The unaccredited institution shall underwrite all costs related to the external review.

2. The program review process for unaccredited institutions shall not exceed six months following receipt of data and information required by the Commission.

(c) The following considerations will be made as to whether programs of instruction can be approved:

1. In general, program proposals must meet academic standards used by the Commission proposals for new off-campus offerings by in-state public institutions and in doing so be in full compliance with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) guidelines or those of other regional, national, or specialized/ programmatic accrediting bodies recognized by the US Department of Education or the Council for Higher Education Accreditation.

2. Since the use of state appropriated funding is not involved, the question of unnecessary duplication is not an issue when proposals of non-Alabama institutions are reviewed.

(d) In the absence of unavoidable delays, the Commission will report its approval or disapproval of proposed courses or program(s) of instruction to the System and to the applying institution within sixty (60) working days following receipt of the required data and information forms from the applying institution.

(e) By statute, the Commission is authorized to promulgate a schedule of fees commensurate with the cost of Commission activities related to the programmatic review, not to exceed fifteen thousand dollars (\$15,000) and may exercise this authority as the Commission determines necessary with six (6) months' advance notice.

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

**(7) Changes to Approved Program Offerings by Licensed Non-Resident Institutions.** If a currently licensed Non-Resident Institution seeks to change its approved

program offerings, whether by adding new programs or by relocating or modifying previously approved programs, the Commission will review these changes in a cycle to coincide with the license renewal process established by the ACCS Private School Licensure Division.

**(8) Period of Approval or Exemption.** In keeping with the review cycle for ACCS Private School Licensure, program approval or formal exemption from program review is valid for two years, after which the institution may seek renewal.

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

**Author:** Robin E. McGill

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

**History:** Filed December 10, 1985. Rule 300-2-1-.02 was formerly referenced as Chapter 300-2-1; it has been repealed and reinserted as a rule within this chapter. The rule title remains unchanged from its previous chapter title. The contents are also unchanged except for slight format changes and the addition and deletion of certain definitions: Filed April 10, 1989.

Amended: Filed August 21, 1996; effective September 25, 1996. Amended: Filed January 6, 2003; effective February 10, 2003. Amended: Filed May 6, 2004; effective June 10, 2004. Amended: Filed February 8, 2010; effective March 15, 2010. Amended: Filed November 5, 2013; effective December 10, 2013. Amended: Filed May 9, 2016; effective June 23, 2016. Amended: Filed December 11, 2018; effective January 25, 2019. Repealed and New Rule: Filed - - - ; effective -  
- - -

DECISION ITEM: G

Final Approval of Amendments to the Administrative Procedures for Academic Program Review §300-2-1-.10

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission give final approval the proposed amendments to Administrative Procedures for Academic Program Review §300-2-1-.10 (“Distance Education”).

Background:

The Administrative Procedures for Program Review (Chapter 300-2-1) support the Commission in carrying out its responsibilities for academic program review, as established in *Code of Alabama 1975*, Section 16-5-8 (c):

“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.”

Administrative Procedures §300-2-1-.10, entitled “Distance Education,” were developed in 2007 when distance education offerings were becoming more common. The last revision occurred in 2018 when this rule was moved from another chapter of ACHE’s Administrative Code to become part of this chapter on Program Review. The rule defines distance education and sets forth the expectations for public institutions in delivering distance education programs.

The proposed amendments to Administrative Procedures §300-2-1-.10 do not change the substance of the rule but are intended to provide clarity through the addition of sections on purpose, Commission responsibility, and scope, as well as expanded definitions.

At its meeting on September 8, 2023, the Commission voted unanimously to give preliminary approval to the proposed amendments to §300-2-1-.10. The proposed amendments were submitted to the Alabama Legislative Services Agency and published in the *Alabama Administrative Monthly, Volume XLI, Issue No. 12* on September 29, 2023. The notice included an opportunity for stakeholders and members of the public to present views on the proposed amended rules. No additional comments have been received.

The format of the rule has been updated to conform to guidelines set by the Legislative Services Agency, and the definitions listed in §300-2-1-.10(4) have been alphabetized. Only one change has been made to the content of the amended rule so that the definition of “delivery modality” will mirror the definition that

appears in the proposed amendments to §300-2-1-.06 (Extensions and Alterations), which are being considered for preliminary approval at the Commission's meeting on December 8, 2023.

If the Commission grants final approval, the amended rule will be filed with the Legislative Services Agency as a Certified Adopted Rule, which will become effective 45 days after it is published to an upcoming issue of the *Alabama Administrative Monthly*.

Supporting Documentation:

1. Text of proposed amendments to Administrative Procedures, §300-2-1-.10, attached. New text appears in blue, and text to be deleted appears in red with strikethrough. Text changed since the preliminary approval appears with underline.
2. "Distance Education," Ala. Admin. Code (Commission on Higher Education), §300-2-1-.10. Available upon request.

300-2-1-.10 **Distance Education. AMENDED RULE**

(1) **Purpose.** This section is intended to ensure consistency around implementation of distance education programs.

(2) **Commission Responsibility.** ~~Units~~ Programs of instruction offered by Alabama public institutions, including distance education offerings, are subject to Commission approval per Code of Ala. 1975, §16-5-8.

(3) **Scope.** This policy applies to programs of instruction offered by public colleges and universities headquartered in Alabama. It does not apply to programs of instruction offered by private institutions or by institutions with no physical presence in Alabama.

(4) **Definitions.** The following definitions pertain to this rule:

(a) **Delivery Modality:** Technology or method used to deliver instruction or assess student progress toward program completion, such as in-person/face-to-face instruction, distance education, competency-based education, or a combination thereof. In addition, an academic program may be offered in multiple modalities.

(b) ~~(1) Definition of Distance Education: A formal educational process using technological delivery in which instruction occurs where students and instructors are not in the same place. Instruction may be synchronous or asynchronous. Distance education may employ audio, video, or computer technologies. Distance education, distance learning, and e-learning are recognized by the Commission as being synonymous terms. Academic courses or programs are considered to be distance education entities when over fifty percent of the content is delivered through distance education modes. [Based on the Council on Occupational Education (COE) and the Southern Association of Colleges and Schools/Commission on Colleges (SACS/COC) definitions.]~~

(c) **Distance Education Program:** An academic program for which required instructional activities can be completed entirely through distance education



modalities. A distance education program may have in-person requirements that are non-instructional (e.g., orientation, practicum).

(d) State Authorization Reciprocity Agreements (SARA): An interstate distance education compact coordinated through the National Council for State Authorization Reciprocity Agreements (NC-SARA). Institutional membership in SARA establishes recognition of comparable standards in the interstate delivery of postsecondary distance education courses and programs and streamlines authorization to enroll non-Alabama residents.

(5) ~~(3)~~ **Tuition for Distance Education Programs.** Institutions are to set tuition for distance education offerings, ensuring that they meet statutory requirements under Code of Ala. 1975, §16-64-1 et seq.

(6) **Expectations for Compliance.**

(a) Institutions providing distance education courses or programs are expected to be in full compliance with the standards and/or requirements of any appropriate governing, authorization, or accreditation authorities.

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

(7) **Configuration of Programs for Distance Education.**

(a) ~~(5)~~ Programs ~~approved by the Commission on Higher Education~~ of instruction listed in the Commission's Academic Program Inventory do not require additional Commission approval to be configured and offered as distance education programs. However, institutions preparing to offer existing programs as distance education offerings must report this intent to the Commission prior to implementation.

(b) Institutions intending to deliver a new

program of instruction as a distance education program are to note this on the program proposal so that no further notification is needed prior to implementation.

(c) ~~(6)~~ The Commission does not require ~~approval of~~ prior notification of distance education in the following cases:

1. Configuration of individual courses for distance education purposes.
2. Programs of instruction where less than 100% of the coursework is delivered through distance education modalities.

Author: Leonard Lock; Robin McGill  
Statutory Authority: Code of Ala. 1975, §§16-5-1 et seq.  
History: New Rule: Filed December 11, 2018; effective January 25, 2019. Amended: XXXX

DECISION ITEM: H

Preliminary Approval of Repeal and New Rule §300-2-1-.06 (Extensions and Alterations) within Administrative Procedures for Academic Program Review

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission give preliminary approval the proposed repeal of the existing rule §300-2-1-.06 (“Reasonable Extensions and Alterations of Existing Units and Programs of Instruction”) and adoption of a new rule in its place, to be entitled, (“Reasonable Extensions and Alterations of Existing Programs of Instruction”).

Background:

Review of proposed modifications to existing programs of instruction fits within the authority given to the Commission under the *Code of Alabama 1975*, §16-5-8(c), which 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.”

In keeping with in the *Code of Alabama* Section cited above, §300-2-1-.06 (“Reasonable Extensions and Alterations of Existing Units and Programs of Instruction”) describes extensions and alterations to instructional units and academic programs, including changes to the academic program inventory, addition of program options, and establishment of non-degree certificates. The existing rule was last updated in 2018 to limit which program changes would require approval by the Commission, shifting many changes to require prior notification only.

The proposed new rule is intended to address the following issues with existing rule §300-2-1-.06:

1. Rule title and language throughout should be updated to remove reference to “units” since changes to instructional units are now dealt with in §300-2-1-.11 (“Changes to Instructional Role and Academic Units”).
2. Rule needs to include a clear statement of purpose, Commission responsibility, and scope, along with relevant definitions.

3. Rule needs to be reorganized to improve clarity. The proposed organization differs enough from the existing rule that it is preferable to repeal and provide a new rule, rather than amend the existing rule.
4. Content of rule needs to be revised to align with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Resource Manual and Substantive Change Policy.
5. Provisions that are no longer relevant need to be eliminated.

In developing the new rule, Commission staff solicited feedback from institutional stakeholders on numerous occasions, including during open forum webinars held on September 15, 2022; October 6, 2022; October 5, 2023; October 20, 2023; and November 2, 2023 and during the October 25, 2023 meeting of the Alabama Council of Graduate Deans. Adjustments have been made based on input received to date.

In addition, the Academic Affairs Committee of the Alabama Commission on Higher Education is reviewing the proposed new rule at a Special Meeting on November 28, 2023.

Should the Commission decide to give preliminary approval at its meeting on December 8, 2023, the new rule may proceed through the full regulatory review process, as managed by the Alabama Legislative Services Agency. Depending on input received through that review process, the Commission may vote to give final approval at a later meeting.

Supporting Documentation:

1. Text of proposed new rule Administrative Procedures, §300-2-1-.06, attached. Language retained from the previous rule appears in black, with new language in blue and relevant language removed in red.
2. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), §300-2-1-.06. Available upon request.

**300-2-1-.06**      **Reasonable Extensions and Alterations of Existing ~~Units and~~ Programs of Instruction.**      **NEW RULE**

(1)      **Purpose.** The purpose of reviewing extensions and alterations to existing programs of instruction is to ensure that public postsecondary institutions can make reasonable changes to their program offerings without creating new programs of instruction.

(2)      **Commission Responsibility.** The Commission is responsible for reviewing changes to programs of instruction for academic credit at the state's public postsecondary institutions in order to determine whether a proposed change can be considered a reasonable extension or alteration of an existing program of instruction or whether it constitutes a new program of instruction. In addition, the Commission's responsibilities for data collection and research necessitate that it maintains an accurate and comprehensive record of for-credit program offerings in its Academic Program Inventory.

(3)      **Scope.** This rule shall apply to all programs of instruction offered for academic credit by public colleges and universities in Alabama. It does not apply to non-credit programs or other offerings that do not culminate in a postsecondary award.

(4)      **Definitions.** The following definitions shall apply:

(a) Academic Program Inventory ("Inventory"): List maintained by the Commission's staff of programs of instruction offered by public postsecondary institutions in Alabama, with a record for each degree and certificate program.

(b) Alteration: A type of program change that modifies an existing academic offering within its previously defined scope. Such changes include modifications to program coursework, modifications to program requirements, including total number of hours, and updates to program titles or CIP codes.

(c) Credit Hour: A unit of measure representing the equivalent of an hour (50 minutes) of instruction per week over the entire term. It is applied toward the total number of credit hours needed for completing the requirements of a degree, diploma, certificate, or other recognized postsecondary credential. Alabama's public postsecondary

institutions typically use the semester credit hour, rather than quarter credit hour or other equivalent unit.

(d) CIP Code: A six-digit code in the form of xx.xxxx that identifies an instructional program specialty using the taxonomic coding scheme known as Classification of Instructional Programs (CIP), maintained by the Institute of Education Sciences (IES) within the US Department of Education. A program's CIP code should accurately reflect the content of instruction and allow for comparison of programs both within and between institutions.

(e) Curriculum: Body of coursework, assessments, or other requirements necessary to complete a program of instruction.

(f) Existing Program: An academic degree or certificate program listed in the Academic Program Inventory.

(g) Extension: A type of program change that expands an existing academic offering beyond its previously defined scope. Such changes include the addition of program options within a degree program, as well as the development of for-credit, non-degree certificate programs that are related to an existing program or unit of instruction.

(h) IPEDS: The Integrated Postsecondary Education Data System is the postsecondary education data collection program for the National Center for Education Statistics (NCES), a division of the Institute of Education Sciences within the US Department of Education. IPEDS is designed to collect standardized data from postsecondary institutions and educational organizations operating within the United States.

(i) Method of Delivery: Synonymous with "delivery modality," refers to the means of delivering instruction within an academic program or assessing student progress toward program completion. There are three distinct types, though a single program may employ a combination thereof:

1. Competency-Based Education: An educational program wherein student progress toward completion is measured through the attainment of competencies, whether within course-based units or through direct assessment of learning.

2. Distance Education: A formal educational process using technological delivery in which instruction occurs

where students and instructors are not in the same place. Instruction may be synchronous or asynchronous. Distance education, distance learning, and e-learning are recognized by the Commission as being synonymous terms.

3. Face-to-Face Instruction: Also referred to as "in-person" instruction, occurs where students and instructors are in the same place at the same time.

(j) Nomenclature: Also referred to as "degree nomenclature" or "award name," a designation for the specific type of award within a given level (e.g., Bachelor of Science, Master of Business Administration, or Doctor of Philosophy). In its official record of an award, an institution will identify the nomenclature followed by the program title using the following format: [Nomenclature] in [Program Title] (e.g., Bachelor of Science in Biology).

(k) Option: An extension of an offering that is closely related to the existing program and shares a common set of program coursework ("program core") with all other options of the same program. Options can be referred to as concentrations, tracks, or specializations.

(l) Program Length: A measure of the amount of time required for a student to progress to program completion, typically represented in semester credit hours.

(m) Program of Instruction: A postsecondary course of study offered for academic credit that leads to one of the following types of postsecondary awards:

1. Degree: An academic program approved by the Commission under the rules set forth in §300-2-1-.03.

2. For-Credit Non-Degree Certificate: An academic program that leads to one of the following award designations as defined within the Integrated Postsecondary Education Data System (IPEDS Level):

(i) Level 1a, Mini-Certificate (MINI): A for-credit certificate program consisting of at least six (6) but less than nine (9) semester credit hours of undergraduate coursework or the equivalent.

(ii) Level 1b, Short-Term Certificate (STC): A for-credit certificate program consisting of at least nine

(9) but no more than twenty-nine (29) semester credit hours of undergraduate coursework, or the equivalent.

(iii) Level 6, Post-Baccalaureate Certificate: A for-credit program consisting of at least six (6) semester credit hours of graduate coursework, or the equivalent. Most graduate certificates fall into the post-baccalaureate classification.

(iv) Level 8, Post-Master's Certificate: Apart from the Education Specialist degree defined above, a post-master's certificate is a for-credit program consisting of at least six (6) semester credit hours of graduate coursework designed specifically for those already holding master's degrees. Post-master's certificates are typically offered in nursing or other fields where it is common for master's degree holders to seek additional specialized training.

(n) Program Status: An indication of whether a program of instruction is actively enrolling new students. Each program will have one of the following status types:

1. Active: Active status indicates that the program may enroll new students.

2. Deleted: Deleted status indicates that the institution intends to terminate the program. Once a program has been marked as deleted within the Academic Program Inventory, no new students may be admitted, though current enrollees may be taught out. Note that programs with deleted status remain in the Academic Program Inventory for archival purposes.

3. Inactive: Inactive status indicates that the institution intends to reinstate the program to active status within five years. While a program is on inactive status, no students will be admitted, though current enrollees may be taught out.

4. Moved: Moved status is assigned by ACHE staff for archival reasons to keep track of programs that have changed CIP code or IPEDS level. The program at the new code or level retains active status. New students are enrolled in the active program, though existing students may be taught out from the moved program.



(o) Program Title: A name given by an institution to describe a program's specific field of study and which is used alongside nomenclature in official records of the award, such as in student transcripts. The program title should accurately reflect the content of instruction and therefore should closely correspond to the standardized name within the Classification of Instructional Programs (CIP) Code list.

(p) Programs that Lead to Professional Educator Certification: Academic degree programs at the baccalaureate, master's, or education specialist level, that receive authorization from the Alabama State Board of Education and are considered "Approved Programs," as defined under Alabama Administrative Code §290-3-3-.01.

(q) "Reasonable": A reasonable extension or alteration of an existing ~~unit or~~ program of instruction is a modification which does not change the essential character, integrity, or objectives of the ~~unit or~~ program. ~~Such modifications do not create new units or programs of instruction. Reasonable extensions and alterations of existing programs are defined as substantive or non-substantive. Substantive changes that are determined by the staff not to be "reasonable" extensions or alterations will be submitted to the Commission for action, either as an extension or alteration or as a new program of instruction. Those considered to be "reasonable" require notification to the Commission by information item prior to implementation. (From Operational Definitions adopted by the Commission on 8/19/94.)~~

**(5) Reasonable Extensions and Alterations of Existing Degree Programs.** Reasonable extensions and alterations of existing degree programs may be considered ~~substantive~~ substantive-requiring approval, substantive-requiring notification, or non-substantive. It is recommended that institutions consult ACHE staff prior to submitting documentation if there is a question regarding whether the proposed extension or alteration ~~is substantive or non-~~ ~~substantive~~ requires Commission approval or notification.

(a) Substantive Changes to Degrees Requiring Approval: Certain extensions or alterations must be approved by the Commission prior to implementation because the change to the Academic Program Inventory is similar in scope to the approval of new programs of instruction, described above at §300-2-1-.03. Unlike new programs of instruction, however, these

substantive modifications will not require post-implementation monitoring:

1. Consolidating Programs: Merging two or more degree programs into one consolidated program will result in the deletion of the existing program(s) within the Academic Program Inventory and may result in a new entry in the Inventory to better reflect the content of the consolidated program. For a substantive modification to be considered, the following conditions must be met:

(i) The proposed modification does not require any additional resources to implement.

(ii) The existing program(s) and the consolidated program must have at least ~~two-thirds~~ 50% of their courses in common.

(iii) If the consolidated program is configured to have options corresponding to the previous degree programs, the options must share a common set of program courses in keeping with the option requirements listed in this rule below under 5(b)(1).

2. Separating a Program: Splitting an existing program into two distinct degree programs will result in one or more new entries in the Academic Program Inventory, which is typically done by proposing a new academic degree program in keeping with §300-2-1-.03 above. For a substantive modification to be considered instead of a new program proposal, both of the following conditions must be met:

(i) The proposed modification does not require any additional resources to implement.

(ii) Each of the existing options or tracks to be separated can show that over the most recent four years it would exceed the minimum program viability standard for graduates as defined above in §300-2-1-.04.

3. Curricular Changes over 50%: Modifications to existing programs that will affect more than 50% of the curriculum may be considered for approval by the Commission only if the program exceeds its minimum viability standard for graduates as defined above in §300-2-1-.04. If less than one-third of the ~~major~~

curriculum of the proposed extension/alteration is in common with the ~~major~~ curriculum of the existing program(s), the change automatically will be considered a new program. Institutions are responsible for determining the percentage change and submitting documentation comparing the proposed modified curriculum to the existing curriculum.

4. Certain Changes to Program Length: Commission approval is required when the total credit hours (or equivalent progress measure) increase or decrease by 25% or more, resulting in significant change in students' time to degree.

5. Certain Modifications to Doctoral Programs: Changes in award nomenclature or IPEDS level for doctoral programs will require Commission approval, particularly for programs seeking recognition as "research-focused doctorates," such as the Doctor of Philosophy.

6. Development of Joint Degree Programs: A joint degree program, whereby students study at two or more institutions and are awarded a single program completion credential bearing the names, seals and signatures of each of the participating institutions, is considered unique and distinguishable from any program offered independently at any one of the contributing institutions. Institutions should consult with ACHE staff to determine whether the proposed joint degree program should be treated as a new program or as a substantive modification requiring approval.

7. Change of Program Status from Deleted to Active: An institution may re-activate a previously deleted program with Commission approval under the following circumstances:

(i) The request to re-activate the program occurs within five years of deletion.

(ii) No additional resources are required to re-activate the program.

(iii) The program can meet the viability standard for its degree level.

(b) Substantive Changes to Degrees Requiring Notification:

Before any of the following changes may be implemented, they must be presented to the Commission as information items. If supporting documentation verifies that any conditions and requirements are met, the changes will be recognized by the Commission by information item. The Commission staff may request additional information if necessary:

1. Addition of Options: Each new option must be reviewed by the Commission prior to implementation. An institution may request to add an option or options to an existing degree program under the following circumstances:

(i) The option must be in a field closely related to the existing program.

(ii) Generally, the option comprises less than half of the total credits required for the existing program.

(iii) Generally, the resulting program has a common set of coursework ("program core") that constitutes at least 50% of the required program credit hours, aside from any general education coursework that may be in common. Exceptions may be considered if the institution can present a convincing rationale that the 50% shared coursework requirement should be reduced.

2. Updates to Academic Program Inventory: An institution may request the following changes to how an existing degree program is listed in the Academic Program Inventory:

(i) Changes in award nomenclature at the same IPEDS level for existing programs listed in the Commission's Academic Program Inventory, provided that no changes in program requirements, content, ~~and~~ or objectives are made, ~~and provided the new nomenclature replaces the current designation~~, except for doctoral awards as noted above. Prior to implementation, the institution must present an information item which provides sufficient evidence that the proposed nomenclature is more appropriate than the current designation.

(ii) Changes to program titles or CIP codes, ~~if documentation is~~ provided that no changes are made in program requirements, content, ~~and~~ or objectives, and

provided that the new title or CIP code replaces an earlier designation. Program title changes or CIP code changes should only be made when the proposed title or code more adequately reflects the nature and content of the program. The burden of demonstrating this is upon the institution.

(iii) Changes in program status, including placing programs on inactive or deleted status. Only viable programs, as determined by the Alabama Commission on Higher Education, may be placed on inactive status. A program placed on inactive status may be reinstated to active status within five years after the status change, after which time it will be marked as deleted within the Academic Program Inventory.

3. Changes to Curriculum between 25% and 49%: Modifications to existing programs that will affect between 25% and 49% of the curriculum, except for changes to program length noted above, may be implemented after notification to the Commission at a regular meeting. Institutions are responsible for determining the percentage change and submitting documentation showing the percentage of the program to be modified.

4. Certain Changes to Method of Delivery: Changes to delivery modality that affect 100% of the program's curriculum, especially in relation to adding a fully distance education program, as described below in rule §300-2-1-.10.

5. Addition of Long Certificate to Existing Associate Pathway: An institution may add a long certificate (IPEDS Level 2) with prior notification (rather than program approval) in the following circumstances:

(i) The institution offers an associate degree at the same CIP Code, where all of the coursework for the long certificate also meets requirements for the associate degree.

(ii) No new resources are required to implement the long certificate.

(c) Non-Substantive Changes to Degrees: The following degree program changes are considered non-substantive, and institutions do not need to notify the Commission or ACHE Staff prior to implementation. It is the responsibility of the institution to determine whether they must register the change with their accreditor or other entity.

1. Changes to Curriculum under 25%: Modifications to existing programs that will affect less than 25% of the curriculum, including changes to program length, may be implemented without notifying the Commission. Institutions are responsible for determining the percentage of the program's curriculum to be modified.

2. Changes to Existing Options: Once an option has been reviewed by the Commission and added to an existing degree, changes to the option's title or curriculum do not need to be reviewed by the Commission, with the following exceptions:

(i) If an institution seeks to change an option in such a manner that affects more than 25% of the program's curriculum, the change will be considered substantive—requiring notification.

(ii) If an institution seeks to change the CIP code of an option apart from the existing degree program, the change will be considered substantive—requiring approval as noted above under "separating a program."

3. Most Changes to Method of Delivery: Changes to delivery modality that affect less than 100% of the program's curriculum are considered non-substantive. These include changes to the delivery modality of individual courses or groups of courses (e.g., options).

4. Addition or Modification of Combination Degrees: When a single institution creates an overlapping course of study that results in awarding more than one degree, it is considered non-substantive so long as the programs to be combined are already listed in the Academic Program Inventory. Examples include dual majors, accelerated bachelor's-master's programs, and other arrangements that allow for shorter time to completion of multiple awards.

5. Addition or Modification of Dual Degrees: Adding or modifying dual degree programs sponsored by two

different institutions ~~or two departments, schools, or colleges within an institution,~~ leading to the award of two separate degrees is considered non-substantive so long as the constituent degree programs are listed in the Academic Program Inventory. ~~Dual degrees are not discretely identified in the Commission's Academic Program Inventory. This definition assumes the existence of two degree offerings prior to an agreement for a dual offering. (Commission action 5/20/88).~~

6. Addition or Modification of Academic Minors: Minor courses of study are not considered standalone awards and as such are not listed in the Academic Program Inventory. Institutions do not need to notify the Commission when developing or updating requirements for academic minors.

(d) Changes to Degree Programs that Lead to Professional Educator Certification: Institutions seeking to modify a degree program leading to professional educator certification should consult with appropriate staff at the Alabama State Department of Education (ALSDE). Depending on the nature of the program change and ALSDE guidance, institutions may request that the Commission waive requirements for prior approval or notification. ~~New Teacher Certification Programs. However, if a certification program involves the addition of a new degree program which will be added to the Commission's Academic Program Inventory and identified in the institution's catalog or other publications, Commission review and approval as a new academic program is required. (For example, if the institution is adding a teacher certification in English under an existing degree program in Secondary Education, Commission approval is not required. However, if a separate degree is to be offered in English Education, per se, then approval is required). (Commission Resolution, 1/14/83 and revisions to Operational Definitions adopted 6/21/91).~~

**(6) Reasonable Extensions and Alterations of For-Credit Non-Degree Certificates.** For-credit non-degree programs fall under the Commission's responsibility to consider reasonable extensions and alterations of existing programs of study, since it is assumed that institutions will develop and deliver new for-credit non-degree programs using existing personnel, equipment, facilities, and other resources. Changes to for-credit non-degree certificates may be considered substantive—requiring notification or non-substantive:

(a) Substantive Changes to For-Credit Non-Degree Certificates Requiring Notification: Before any of the following changes may be implemented, they must be presented to the Commission as information items. If supporting documentation verifies that any conditions and requirements are met, the changes will be recognized by the Commission by information item. The Commission staff may request additional information if necessary:

1. Addition of New For-Credit Non-Degree Certificates: Review of new for-credit non-degree program offerings is necessary to ensure that the Commission maintains an accurate and comprehensive list of program offerings in its Academic Program Inventory. Institutions may advertise new non-degree programs once notification is received by ACHE staff, but institutions should not begin delivering the new non-degree programs until after formal notification has been made to the Commission.

~~Non-degree programs of senior institutions including prebaccalaureate, postbaccalaureate, and postmasters certificates. Note: These certificates are not listed in the Commission's Academic Program Inventory. (New Postbaccalaureate Certificate Programs of Senior Institutions exempted by Commission resolution, 7/8/83.)~~

~~Short term certificate programs (44 quarter hours or less) in community, junior, and technical colleges designed for completion in less than one academic year (3 quarters) of full-time study or the equivalent. Note: These certificates are not listed in the Commission's Academic Program Inventory. (Commission action on 5/20/88).~~

2. Changes in CIP Codes: CIP code changes should be made when the proposed code more accurately reflects the nature and content of the program. Notification is required to ensure that the Academic Program Inventory remains up-to-date.

3. Change in IPEDS Level: If a change is made to the curriculum of a for-credit non-degree certificate such that the institution seeks to reclassify it to a higher or lower IPEDS level (from Level 1a to Level 1b, for instance), documentation must be provided to support the request.



4. Changes in Program Status: Placing certificate programs on inactive or deleted status requires prior notification to ensure that the Academic Program Inventory remains up-to-date.

5. Certain Changes to Method of Delivery: Changes to delivery modality that affect 100% of the program's curriculum, especially in relation to adding a fully distance education program, as described below in rule §300-2-1-.10.

(b) Non-Substantive Changes to For-Credit Non-Degree Certificates: The following changes to for-credit non-degree certificates are considered non-substantive, and institutions do not need to notify the Commission or ACHE staff prior to implementation. It is the responsibility of the institution to determine whether they must register the change with any other entity.

1. Changes to Courses and Requirements: Updates to individual courses or other requirements for certificate completion do not need to be reported to the Commission, provided that the content and objectives remain consistent with the existing program.

2. Changes to Certificate Title: Updates to the title of the certificate are considered non-substantive, provided that the new title accurately describes the content of the program.

3. Most Changes to Method of Delivery: Changes to delivery modality that affect less than 100% of the certificate's curriculum are considered non-substantive. These include changes to the delivery modality of individual courses or groups of courses.

**Author:** Robin McGill

**Statutory Authority:** Code of Ala. 1975, §§16-5-1, et seq., specifically §§16-5-7 and 16-5-8.

**History:** Filed April 10, 1989. **Amended:** Filed July 27, 1990; September 4, 1991; August 4, 1992. **Amended:** Filed March 12, 1996; effective April 16, 1996. **Amended:** Filed August 4, 1997; effective September 8, 1997. **Amended:** Filed December 12, 2017; effective January 26, 2018.

**Repealed and New Rule:** XXX

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**§300-2-1-.06 EXISTING PROVISIONS TO BE ELIMINATED IN NEW RULE**

**NOMENCLATURE CHANGE FOR COMMUNITY AND TECHNICAL COLLEGES:**

For purposes of this policy, the Certificate and Diploma (45-90 qh) in the two-year colleges are considered to be at the same level, but the AAT and AAS are not considered to be the same level, because the Commission on Colleges of the Southern Association Colleges and Schools does not recognize the AAT degree. Since the Commission reviews only "long-term" certificates or diplomas in the two-year colleges, any reference to certificates and diplomas is limited to awards of 45-90 qh unless otherwise specified.

(a) Upgrades from Diploma and Certificate to Associate in Applied Technology (AAT) in technical colleges, if documentation is provided that:

1. The AAT is limited to the technology and service programs requiring the highest levels of skills as jointly determined by the staffs of the Commission and the Alabama Community College System (ACCS).

2. The total credit hours in general education requirements are no less than that required by the Southern Association of Colleges and Schools (SACS) Commission on Colleges' standards for associate degrees.

3. The programs are no more than eight quarters in length.

4. All courses are on regular collegiate credit hour basis. (Commission policy adopted 8/8/86.)

(b) Upgrades from AAT to AAS in technical colleges, if documentation is provided that:

1. The technical college achieves Commission on College (COC) accreditation from SACS; or the technical college achieves candidacy status for COC accreditation. In the case of candidacy status, if accreditation is not achieved within four years of the date of candidacy status, the award of completion reverts back to the AAT unless documentation can be provided that the COC has granted additional time to the institution to receive accreditation.

2. Written documentation of the following is submitted to the Commission staff from the Alabama Community College System:

(i) Date of achievement of candidacy status with COC or COC accreditation.

(ii) Documentation that the technical college faculty teaching the basic core of general education courses in communication, social sciences, science and math, and fine arts meet the COC requirement of holding at least a master's degree and having completed at least 18 graduate semester hours in the field taught. (Commission policy adopted 6/19/92.)

(c) Upgrades from Diploma and Certificate to AAS in community colleges, if documentation is provided that the following conditions are met:

1. The institution must have a Diploma or Certificate listed in the Commission's Academic Program Inventory at the proposed CIP Code with the proposed program title.

2. The CIP Code and title of the upgraded program must remain the same as for the Diploma or Certificate.

3. The total credit hours in general education requirements must be no less than that required by SACS for associate degrees.

4. The program must be no more than 114 quarter hours in length.

5. The two-year institution must have achieved COC accreditation or candidacy status from SACS (copy of letter from SACS must be provided.) Note: In the case of institutional consolidation, no upgrades from Diploma or Certificate to AAS or from AAT to AAS will be accepted by information item until the institutional consolidation of the institution has been approved by the Commission and documentation is provided by the Alabama Community College System from SACS that the educational institution resulting from the consolidation has COC accreditation or candidacy status. Administrative consolidation of institutions, as defined by the Commission, does not provide a basis for changing or upgrading awards. (Commission policy adopted 6/24/94.)

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**TO BE ELIMINATED: ADDITION OF EDS DEGREES—NOTIFICATION ONLY**

- (a) New Educational Specialist (Ed.S.) degree programs if documentation is provided that they are implemented in conjunction with State Board of Education approved sixth-year (AA) teacher certification programs. (Commission Resolution, 8/25/84.)

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**TO BE ELIMINATED: CRITERIA FOR DETERMINING REASONABLENESS**

(3) The criteria used for evaluating the reasonableness of a substantive extension or an alteration include:

(a) The scope or effect of the proposed extension or alteration;

1. How many of the major courses to be offered by the proposed extension/alteration are offered in the existing program?
2. How will the proposed extension/alteration impact other public institutions?
3. Will the proposed extension/alteration move the program listing to a new two-digit CIP category in the Commission's academic program inventory?

(b) The impact of the proposed change on the existing program or unit;

1. What will be the budgetary impact of the proposed extension/alteration?
2. What changes in faculty and staff will be required to implement the proposed extension/alteration?

(c) The rationale for the proposed change.

1. Is justification for proposed extension/alteration based on academic principles and/or market demand?

2. What evidence can be presented that this proposed change will benefit students? Reference need or demand studies if available.

3. How will the resulting program be improved as a result of this proposed change?

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**TO BE ELIMINATED: MERGERS OF RESEARCH PROGRAMS**

(I) Research-based graduate degrees (thesis and dissertation option) are different in kind from coursework-based undergraduate and graduate degrees in that didactic work is chosen to provide specific background for the proposed research. For research-based graduate programs, the merged and existing programs must share a recognized academic relationship and must have the same minimum requirements for credit hours in terms of didactic and thesis/dissertation work.

DECISION ITEM: I-1a

Alabama State University, Master of Science in Social Psychology and Human Rights (CIP 42.2813)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Science (MS) in Social Psychology and Human Rights.

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

**Implementation Date:** The proposed program will be implemented in Spring 2024. Based on Commission policy, the proposed program must be implemented by January 1, 2026, 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 2025-26 will be at least 4.7, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-31 (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 graduate 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, 2031.

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 program extends the Psychology offerings at ASU to the master's level and was developed to support professional advancement for undergraduate Psychology students and alumni seeking to make positive community impacts based on community-engaged and empirically based research and practice.
2. This program will prepare students for careers as Community and Social Service Managers and Fundraisers, both of which are included on the Alabama Statewide In-Demand Occupations List.
3. The program will be offered fully online to accommodate the needs of working professionals and also in a hybrid format with 30% face-to-face instruction.

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 September 2023, 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.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: Alabama State University</b>								
<b>PROGRAM: MS in Social Psychology and Human Rights (CIP 42.2813)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>TOTAL</b>
FACULTY	\$123,000	\$123,000	\$123,000	\$123,000	\$123,000	\$123,000	\$123,000	\$861,000
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	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$87,500
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$135,500</b>	<b>\$135,500</b>	<b>\$135,500</b>	<b>\$135,500</b>	<b>\$135,500</b>	<b>\$135,500</b>	<b>\$135,500</b>	<b>\$948,500</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>TOTAL</b>
REALLOCATIONS	\$55,616	\$55,616	\$28,988	\$0	\$0	\$0	\$0	\$140,220
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$79,884	\$79,884	\$106,512	\$142,016	\$177,520	\$221,900	\$266,280	\$1,073,996
<b>TOTAL</b>	<b>\$135,500</b>	<b>\$135,500</b>	<b>\$135,500</b>	<b>\$142,016</b>	<b>\$177,520</b>	<b>\$221,900</b>	<b>\$266,280</b>	<b>\$1,214,216</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>6-YEAR AVERAGE</b>
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	9	12	16	20	25	30	18.7
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	9	12	16	20	25	30	18.7
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	5	8	10	12	15	20	11.7
<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>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>AVERAGE</b>
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	4	4	6	8	10	10	7



## Attachment 2

### Summary of Background Information

Master of Science in Social Psychology and Human Rights  
Alabama State University

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

**Program Description:** Offered by the Department of Psychology in the College of Liberal Arts and Sciences, the Master of Science in Social Psychology and Human Rights is designed to emphasize community development, social activism, and advocacy. The program will equip students to address multifaceted problems facing communities including poverty and economic, social, and environmental disparities. Students will learn to assess problems and to plan, implement and evaluate solutions through coursework and an individual capstone project customized to the student's area of interest. As a community leader, the student will assess community needs, understand the impact of community structures upon individuals, and explore the techniques best suited to initiate productive solutions to various social issues. Graduates of this program will be able to work cooperatively with individuals, service agencies, formal and informal community groups, and other organizations to find practical solutions.

**Student Learning Outcomes:** Learning outcomes of the MS in Social Psychology and Human Rights include the following abilities:

1. Critically apply community psychology philosophical and theoretical approaches to social issues.
2. Design and conduct community-based action research that adheres to ethical guidelines and includes participation of individuals who will be affected by the research.
3. Design effective organizational assessments and conduct program planning, development, and empirical evaluation.
4. Demonstrate knowledge and skills necessary to effect positive change in communities with an emphasis on developing community partnerships and resources.

**Administration:** The program will be administered by the College of Liberal Arts and Social Sciences, Dr. Kathleen Amende, Dean; and the Department of Psychology, Dr. Tina Vazin, 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 responses were received, with two institutions citing need for additional budgetary details, which were provided to ACHE staff under separate cover. No objections were raised regarding the curriculum or learning outcomes.

**Public Review:** The program was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The University of Alabama in Huntsville offers a PhD in Applied Psychology with the same CIP 42.2813, though this program has a much different scope and focus. UAB offers an MA in Anthropology of Peace and Human Rights (CIP 45.0299), which is based in anthropological methods.

**Relationship to Existing Coursework:** ASU currently offers an undergraduate degree program in general psychology that will serve as a feeder to the proposed MS.

**Collaboration:** Alabama State University has no plans for collaboration at this time.

**Accreditation:** No specialized accreditation is available for master's-level programs in Psychology.

**Admissions:** Applicants for the MS program should have completed an undergraduate degree in psychology or a related field from an accredited institution as approved by the program director. Applicants who have not completed an approved undergraduate degree program must complete undergraduate courses in research methods and statistical analysis in the social/behavioral sciences.

**Mode of Delivery:** The proposed program will be offered in two formats: 100% online and a hybrid option that will include 70% online and 30% face-to-face instruction.

**Curriculum:** Full-time students can complete this program in five semesters including one summer term. ASU plans to create thirteen new courses for this program, which will include the Graduate Certificate in Program Evaluation and Fundraising.

Credit hours required in program core	34
Credit hours in required in support courses	0
Credit hours in required or free electives	0
Credit hours required in capstone	3
<b>Total credit hours required for completion</b>	<b>37</b>

Students will gain knowledge and skills in community-based research, program development and evaluation, advocacy, community development, strategic planning, consultation, and community needs assessment.

**Industry Need:** This program will prepare students for careers as Community and Social Service Managers (SOC 11-9151) and Fundraisers (SOC 13-1131), both of which are included on the Alabama In-Demand Occupations List. Graduates are more likely to find employment in the following areas:

- Social Service Agencies (services related to aging, child development, immigration and assistance of minorities, domestic violence, adoption and foster care, disability services, and many others) – graduates will evaluate, design, and implement programs and social policies.
- Non-Profit Organizations (foundations, charities, service groups) – graduates will evaluate current programs, develop and implement programs.
- Faith-Based Service Providers (social outreach programs) – graduates will consult on social outreach programs, member engagement, and community support.
- Government (local, state, federal) – graduates will assist with organizational change, implement and run social programs.
- Correctional Facilities (departments of correction, juvenile rehabilitation) – graduates will develop programs to lower rates of criminal offenders and assist individuals transitioning out of the state correctional system.
- Corporations (regional, national) – graduates will initiate and coordinate community engagement efforts.

**Student Demand:** In order to gauge demand, ASU surveyed current students enrolled in Psychology courses and recent Psychology graduates. Alumni responses indicated that 47 individuals are interested in applying to the proposed program within the next two years. Responses from currently enrolled students indicate that 72 are interested in applying to the proposed program. Data are still being collected on student and alumni interest.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 6

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

Additional Faculty to be hired:  
Primary Faculty:  
Full-time: 2  
Part-time: 2  
Support Faculty:  
Full-time: 0  
Part-time: 0

ASU plans to hire two additional full-time faculty members. Candidates must have a PhD in Psychology with a research focus on social justice issues and organizational behavior. Two adjunct faculty will be recruited with expertise in fundraising in the private sector and philanthropy. Additional costs for faculty salaries and benefits are projected to be \$123,000 annually.

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 Levi Watkins Learning Center (LWLC) provides ASU's Library and Learning Resources. LWLC conducted a thorough assessment of its collections in subject areas related to the proposed master's degree, including psychology, social justice, and human rights, and determined that there were deficiencies to be addressed for both monographs and serials. The report on library holdings recommends enhancing the collections with additional journal subscriptions, electronic database subscriptions and monograph purchases in the amount of \$12,500 annually, for a total of \$87,500 over seven years.

**Program Budget:** The proposal projects that \$948,500 in new funds will be required to support the program over the first seven years. Over the same period, the program is expected to generate a total of \$1,073,996 through tuition and fees. It will require internal reallocations of \$140,220 over the first three years before becoming self-sustaining in Year 4.

**Attachment 3**

Alabama State University  
 Master of Science in Social Psychology and Human Rights

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
PSY 501 Theories and Issues in Community Psychology	3	*
PSY 521 Psychology of Drugs, Crime, and Violence	3	*
PSY 532 Environmental Psychology and the Community	3	*
PSY 504 Psychology of Poverty and Social Justice	3	*
PSY 500 Professionalism and Ethics	1	*
PSY 520 Social Psychology and Policy and Law	3	*
PSY 530 Human Diversity and Global Perspectives	3	*
PSY 536 Organizational Behavior and Management of Non-Profit Organizations	3	*
PSY 598 Capstone Project I	3	*
<b>Certificate in Program Evaluation and Fundraising:</b>		
PSY 510 Qualitative Research Methods	3	*
PSY 511 Advanced Quantitative Analysis	3	*
PSY 533 Grant writing and Program Evaluation	3	*
PSY 534 Fundraising for Social Change	3	*
<b>Total Credit Hours for MS:</b>	<b>37</b>	

DECISION ITEM: I-1b

Alabama State University, Doctor of Occupational Therapy in Occupational Therapy (CIP 51.2306)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Doctor of Occupational Therapy (OTD) in Occupational Therapy.

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

**Implementation Date:** Implementation for the proposed program will begin in Fall 2024. Based on Commission policy, the proposed program must be fully implemented by September, 2026, 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 2025-26 will be 2.8 students, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 and 2030-31 (six-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 the program will achieve, or make substantial progress toward, program accreditation through the Accreditation Council for Occupational Therapy Education (ACOTE).
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 professional licensure and related employment.

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, 2031.

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 OTD will replace ASU's existing Master of Science in Occupational Therapy (MSOT) program. Due to updated program length requirements from the Accreditation Board for Occupational Therapy Education (ACOTE), ASU must reconfigure its existing MSOT program, and they are proposing to elevate the program to the doctoral level.
2. The proposed program is designed to prepare graduates for employment as Occupational Therapists (SOC 29-1122), an occupation which is included on the 2023 Statewide In-Demand Occupations List.
3. ASU's existing MSOT program has a strong pass rate on the National Board for Certification in Occupational Therapy (NBCOT) examination, which is required for graduates to earn professional licensure.

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 September, 2023. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: Alabama State University</b>								
<b>PROGRAM: OTD in Occupational Therapy (CIP 51.2306)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
FACULTY	\$126,282	\$126,282	\$126,282	\$126,282	\$126,282	\$126,282	\$126,282	\$883,974
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	\$10,285	\$10,285	\$10,285	\$5,200	\$5,200	\$5,200	\$5,200	\$51,655
<b>TOTAL</b>	<b>\$136,567</b>	<b>\$136,567</b>	<b>\$136,567</b>	<b>\$131,482</b>	<b>\$131,482</b>	<b>\$131,482</b>	<b>\$131,482</b>	<b>\$935,629</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$176,472	\$530,928	\$773,616	\$773,616	\$773,616	\$773,616	\$773,616	\$4,575,480
<b>TOTAL</b>	<b>\$176,472</b>	<b>\$530,928</b>	<b>\$773,616</b>	<b>\$773,616</b>	<b>\$773,616</b>	<b>\$773,616</b>	<b>\$773,616</b>	<b>\$4,575,480</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	48	60	60	60	60	60	58
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	48	60	60	60	60	60	58
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	24	24	24	24	24	24	24
<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>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	22	23	22	23	22	23	22.5

## Attachment 2

### Summary of Background Information

Doctor of Occupational Therapy in Occupational Therapy  
Alabama State University

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

**Program Description:** Offered by the Department of Occupational Therapy in the College of Health Sciences, the Doctor of Occupational Therapy (OTD) is an entry-level professional program designed to develop advanced critical reasoning skills and to prepare the graduate for professional practice in a variety of settings. Graduates will also have the capability of assuming responsibilities in the areas of administration, program development, consultation and research in occupational therapy. This program will replace the existing MS in Occupational Therapy (MSOT). The curriculum is based on the developmental learning continuum with interprofessional, and adult learning principles infused throughout. The program design is an integrated series of eight academic terms, including the successful completion of 24 weeks of Level II Fieldwork and a 14-week research project (capstone) suitable for scholarly publication and/or presentation.

**Student Learning Outcomes:** Learning outcomes for graduates of the OTD in Occupational Therapy program include the following abilities:

1. Demonstrate entry-level occupational therapy clinical skills.
2. Demonstrate positive professional behaviors that accurately reflect one's professional disposition.
3. Develop essential knowledge and skills to contribute to the advancement of occupational therapy through goal-oriented professional and scholarly activities.
4. Apply principles and constructs of ethics to individual, institutional, and societal issues, and articulate justifiable resolutions to these issues and act in an ethical manner.
5. Address the needs of individuals, organizations, and populations, appreciating the influence of the physical, social, temporal, cognitive, psychological, spiritual, environmental, and cultural contexts on the individual, and examining opportunities for full participation in meaningful occupations.
6. Identify health impairments and analyze their impact on occupational performance throughout the life span.

**Administration:** The program will be administered by the College of Health Sciences, Dr. Charlene Portee, Dean; and the Department of Occupational Therapy, Dr. Charlene Portee, Interim Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and program proposal were reviewed by the Alabama Council of Graduate Deans (ACGD). Three responses were received, all indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The University of Alabama at Birmingham, Faulkner University, and University of South Alabama (approved in 2022) currently offer OTD programs (CIP 51.2306). Transitioning ASU's Occupational Therapy program to the doctoral level will allow the program to continue to produce graduates ready for entry-level employment in as occupational therapists. In addition, the Physical



Therapy program at ASU is also at the clinical doctorate level. The OTD program will offer students more advanced experience in policy analysis, program development, and leadership roles.

**Relationship to Existing Coursework:** The entry-level OTD program will replace the existing MSOT program. Other related programs include the DPT in Physical Therapy (CIP 51.2308) and MSPO in Prosthetics and Orthotics (CIP 51.2307), which are also housed in the College of Health Sciences. These three programs participate in interprofessional activities.

**Collaboration:** ASU does not have plans for collaboration at this time.

**Accreditation:** The existing MSOT program is accredited by the Accreditation Council for Occupational Therapy (ACOTE), and ASU intends to apply for doctoral candidacy once the OTD program is approved.

**Professional Licensure:** Graduates of the program will have the qualifications needed to sit for the National Board for Certification in Occupational Therapy (NBCOT) exam, which they must pass in order to apply for state licensure in Alabama and all other states. The total number of ASU MSOT graduates who passed the NBCOT certification examination as new graduate test-takers over the three most recent calendar years is 60 (95%). In 2015, there were 20 first-time new graduate test takers; all 20 of them (100%) passed the exam within 12 months of graduation. Each of the 20 program graduates passed the certification examination on their first attempt.

**Admissions:** Applicants must complete all required prerequisite coursework with a minimum grade of B in the following courses: Intro to Psychology, Developmental Psychology, Abnormal Psychology, Behavioral Sciences elective, Biology and Biology elective with lab, English, College Algebra, Physics with lab, Statistics, Human Anatomy and Human Physiology with labs. Applicants must also submit three letters of recommendation (one from an OT); provide proof of a minimum 40 observation/volunteer hours; and participate in an onsite interview. Students may be admitted either after completion of their bachelor's or master's degree with a minimum 3.0 GPA.

**Mode of Delivery:** Coursework for the proposed program will be delivered via face-to-face instruction and include the online Canvas learning management system.

**Curriculum:** The program is designed for full-time students only and can be completed in 8 semesters. Existing master's-level coursework will be adapted to meet the requirements for doctoral-level study. In addition, ASU plans to develop new coursework related to the doctor experiential component and the capstone culminating project.

Program Completion Requirements:	
Credit hours required in program courses	94
Credit hours in general education or core curriculum	0
Credit hours required in support courses	0
Credit hours in required or free electives	0
Credit hours in required research	6
<b>Total credit hours required for completion</b>	<b>100</b>

**Work-Based Learning:** Students will be required to complete significant experiential learning and clinical fieldwork placements to gain the clinical skills required of an entry-level practitioner, including the following:

- Level I Fieldwork consists of three different clinical site experiences in which students have some limited hands-on learning and skilled observations to enhance their learning of the common diagnoses, evaluations, and evidence-based interventions.
- Level II Fieldwork consists of two rotations. Each rotation is twelve weeks in length, and students work under the supervision of the licensed occupational therapy professional. This experience provides students with foundational skills and application of knowledge with actual patients and caregivers.

- The doctoral experiential component will follow ACOTE requirements. It is a fourteen-week experience in which the student designs, implements, and evaluates a program. The program can be a specialized area for the student such as research, teaching, community service, or occupational therapy practice.

**Industry Need:** The proposed program is designed to prepare graduates for employment as Occupational Therapists (SOC 29-1122), which is included on the Statewide In-Demand Occupations List. Employment of occupational therapists is projected to grow 17 percent from 2020 to 2030, much faster than the average for all occupations according to the Occupational Outlook Handbook.

**Student Demand:** The existing MSOT program is in high demand and receives 200-250 applications per year for the 24 available seats in the program. The cohort size is limited due to the demands of one-on-one clinical training under the supervision of a licensed and qualified occupational therapist. The proposed OTD program is expected to have similar demand.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 5

Part-time: 2

Support Faculty—

Full-time: 0

Part-time: 6

Additional Faculty to be hired:

Primary Faculty—

Full-time: 3

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

ASU intends to hire three new full-time faculty members for the program. New hires will be required to hold a doctoral degree awarded by an institution accredited by a USDE-recognized institutional accrediting agency; possess the academic and experiential qualifications and backgrounds necessary to meet program objectives and the institution's mission; have at least three years of experience in an academic appointment and proven expertise in their area(s) of teaching responsibility and knowledge of the content delivery method; and hold an OT license in Alabama.

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

Equipment: No new specialized 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 provides ASU's Library and Learning Resources. It is the center for academic research at Alabama State University. It provides links to networked information locally and worldwide. The online catalog, HORNET (High-tech Online Research Network), connects to Public Services departments, distant learning facilities, and research information through a web-based catalog. A dedicated health science librarian, who is an Occupational Therapist, will provide support for research in the doctoral program and evidence-based OT practice.

Other: Annual accreditation costs will be required and budget over the seven-year period. No start-up lab expenses are necessary as they are included in the current budget.

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**Program Budget:** The proposal projects that \$935,629 in new funds will be required to support the program over the first seven years, with the majority of funds going to support the new faculty hires. Over the first seven years, the program is expected to generate an additional \$4,575,480 in tuition.

**Attachment 3**

Doctor of Occupational Therapy in Occupational Therapy  
 Alabama State University

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
HSC 5000 Interprofessional Education	1	
HSC 5001 Advanced Gross Human Anatomy w/Lab	6	
HSC 5003 Patient Care Concepts I-Lab course	1	
OTH 7213 Foundational Principles of OT	4	*
HSC 5005 Neuroscience w/Lab	4	
HSC 5006 Intro to Research & Evidence Based Practice	2	
OTH 7211 Analysis of Occupation	3	
OTH 7210 Occupation Through the Life Span	3	
OTH 7214 Child Adolescence/Adult Mental Health	4	*
HSC 5007 Research in Health Professions	2	
OTH 7301 Administration and Management	2	
OTH 7302 Disease and Occupation	3	
OTH 7304 Fieldwork Level I	1	<b>WBL</b>
OTH 7000 Fieldwork Preparation	1	*
HSC 5009 Assistive Technology in Rehabilitation	2	
OTH 7404 Fieldwork Level I	1	<b>WBL</b>
OTH 7410 Community Based Intervention	2	
OTH 7412 Therapeutic Intervention/Lab	3	
OTH 7434 Child and Adolescence Conditions and Interventions	4	
OTH 7212 Therapeutic Measurement	3	
OTH 7215 Capstone Development	2	*
OTH 7506 Clinical Intervention Practicum	3	<b>WBL</b>
OTH 7509 Professional Seminar	2	
OTH 7520 Documentation and Professional Writing	3	
OTH 7534 Adult Geriatric Conditions and Interventions w/Lab	4	*
OTH 7216 Capstone Development II	2	*
OTH 7604 Fieldwork Level II	10	<b>WBL</b>
OTH 7704 Fieldwork Level II	10	<b>WBL</b>
OTH 7217 Capstone Fulfillment	12	*
<b>Total Required Hours for OTD Degree:</b>	<b>100</b>	

WBL indicates that the course includes work-based learning.

DECISION ITEM: I-2

Auburn University, Bachelor of Science in Parks and Recreation Management (CIP 03.0207)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Bachelor of Science (BS) in Parks and Recreation Management.

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

**Implementation Date:** The proposed program will be implemented in Spring 2024. Based on Commission policy, the proposed program must be implemented by January 2026, 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 2025-26 will be at least 9.4, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-2031 (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 BS in Natural Resources Management (CIP 03.0201) continue to maintain program viability with at least 7.5 graduates per year, based on the adopted graduation requirements as stated in 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 progress into a related graduate 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, 2031.

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. Outdoor recreation is a key consideration of the Alabama Innovation Commission in its efforts to attract and retain talent in the state. An increase in outdoor recreation opportunities will require a trained workforce to manage parks and recreation facilities, and recreation programs.
2. The proposed program is designed based on standards set forth by the Council on Accreditation of Parks, Recreation, Tourism, and Related Professions (COAPRT), and graduates should meet the education requirements to become Certified Park and Recreation Professionals (CPRP) or Certified Park and Recreation Executives (CPRE) by the National Recreation and Park Association (NRPA).
3. The proposed program will take advantage of substantial strengths that already exist in the College of Forestry, Wildlife and Environment at Auburn University, including the Kreher Preserve and Nature Center; the Solon Dixon Forestry Education Center, a 5000-acre field station in south Alabama; Crooked Oaks, a newly acquired, 500-acre property that has been used for outdoor entertainment; and numerous other Auburn-owned lands.

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 September 2023, with supplementary information provided. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
<b>INSTITUTION:</b> Auburn University								
<b>PROGRAM:</b> BS in Parks and Recreation Management (CIP 03.0207)								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
FACULTY	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,400,000
STAFF	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$455,000
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>\$265,000</b>	<b>\$265,000</b>	<b>\$265,000</b>	<b>\$265,000</b>	<b>\$265,000</b>	<b>\$265,000</b>	<b>\$265,000</b>	<b>\$1,855,000</b>
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION + FEES	\$190,900	\$358,100	\$497,300	\$561,000	\$628,700	\$700,800	\$777,400	\$3,714,200
<b>TOTAL</b>	<b>\$190,900</b>	<b>\$358,100</b>	<b>\$497,300</b>	<b>\$561,000</b>	<b>\$628,700</b>	<b>\$700,800</b>	<b>\$777,400</b>	<b>\$3,714,200</b>
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	45	60	65	70	75	80	65.8
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	45	60	65	70	75	80	65.8
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	25	25	25	25	25	25	25
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	5	10	20	20	20	20	15.8

## Attachment 2

### Summary of Background Information

Auburn University  
Bachelor of Science in Parks and Recreation Management

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

**Program Description:** The BS in Parks and Recreation Management is designed to meet the needs of students as they prepare for careers in a number of occupations, including Tour Guides and Escorts, Park Naturalists, Entertainment and Recreation Managers, First-line Supervisors of Entertainment and Recreation Workers, and Facilities Managers. Students will learn how to prepare and oversee recreation programs, how to design, maintain, and manage recreational parks and facilities, and how to administer all aspects of local, regional, state, and national parks and recreation venues. The program includes a required internship that will provide students with real-world work experience in these areas.

**Student Learning Outcomes:** Learning outcomes of the BS degree in Parks and Recreation Management include the following:

1. Possess entry-level knowledge about the nature and scope of park and recreation professions and their associated industries; the techniques and processes used by professionals and workers in these industries; and the foundations of the profession in history, science, and philosophy.
2. Possess the ability to design, implement, and evaluate services that facilitate human experiences in parks and recreation and that embrace personal and cultural dimensions of diversity.
3. Possess entry-level knowledge about operations and strategic management and administration in parks and recreation.
4. Have demonstrated the potential for success as professionals at supervisory or higher levels in parks and recreation.

**Administration:** The program will be administered by the College of Forestry, Wildlife, and Environment, Dr. Janaki Alavalapati, Dean; and the Department of Forestry and Wildlife Science.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were available for review by the College and University Chief Academic Officers Association (CUCAO). No responses were received.

**Public Review:** The revised program proposal was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** There are no other institutions offering academic program under the proposed CIP 03.0207. Alabama State University offers a related BS in Recreation Management (CIP 31.0301). However, that program does not have a focus on natural resources tourism. Jacksonville State University and the University of South Alabama have undergraduate programs in Sport Management and Recreation Studies (CIP 31.0101), which are more focused on coaching, managing sporting teams, or managing sporting facilities. Several Land Grant institutions outside the state offer programs similar to the one being proposed. For example, University of Georgia, North Carolina State University, and the University of Missouri have similar offerings in their Colleges of Forestry.

**Relationship to Existing Coursework:** The AU College of Forestry, Wildlife, and Environment currently offers several related programs, including Wildlife Ecology and Management (CIP 03.0601), Wildlife Enterprise Management (CIP 03.0207), and Natural Resources Management (CIP 03.0201). The existing BS in Wildlife Enterprise Management is currently offered at the same CIP (03.0702) but is more specialized towards hunting and fishing, whereas the proposed program is much more broadly focused on outdoor recreation in general. AU anticipates that some students currently majoring in Natural



Resources Management may shift to the new program. AU is taking a number of steps to bolster that major.

**Collaboration:** Auburn does not have plans for collaboration at this time.

**Admissions:** There are no specific requirements for prior education or work experience for acceptance into the program.

**Mode of Delivery:** The proposed program will be delivered 100% in-person.

**Curriculum:** AU plans to develop 12 new courses for the program.

Program Completion Requirements:	
Credit hours required in program courses	37
Credit hours in general education	41
Credit hours required in support courses	34
Credit hours in required or free electives	8
Credit hours required in required research	0
<b>Total credit hours required for completion</b>	<b>120</b>

Graduates of the program should not require further education or training to gain entry-level employment in these occupations. The coursework and internship should provide students with all the education and training needed to gain entry-level employment in the selected occupations.

**Work-Based Learning:** The proposed program will require an internship with a potential employer and allows some flexibility so that students may tailor their education towards either national/ regional parks or city/ community-based parks.

**Specialized Accreditation:** Program design is based on standards set forth by the Council on Accreditation of Parks, Recreation, Tourism and Related Professions (COAPRT). While the College of Forestry, Wildlife and Environment is not pursuing accreditation at this time, they may pursue accreditation in the future. Graduates of the program should meet the education requirements to become Certified Park and Recreation Professionals (CPRP) or Certified Park and Recreation Executives (CPRE) by the National Recreation and Park Association (NRPA).

**Industry Need:** Outdoor recreation is a key consideration of the Alabama Innovation Commission in its efforts to attract and retain talent in the state. An increase in outdoor recreation opportunities will require a trained workforce to manage parks and recreation facilities, and recreation programs. The state of Alabama has comparatively little public land (<4% by area), but that is changing. Alabama is converting private land to public land quite rapidly and adding opportunities for recreation (e.g., biking trails at Chewacla State Park).

The proposed program will prepare graduates for employment in a number of occupations, including Tour Guides and Escorts (39-7011), Conservation Scientists/Park Naturalists (19-1031), Entertainment and Recreation Managers (11-9072), First-line Supervisors of Entertainment and Recreation Workers (39-1014), and Facilities Managers (11-3013). According to the U.S. Bureau of Economic Analysis, the outdoor recreation economy represented almost 2% of the total U.S. GDP in 2021. In a recent survey by the Outdoor Industry Association (OI), 78% and 53% of respondents indicated that they were hiring skilled professionals and mid-level managers, respectively. When survey respondents were asked what professional development opportunities would benefit their organization, 31% indicated that increased programming at higher education institutions was important.

**Student Demand:** A number of courses in existing majors, including Wildlife Ecology and Management, Wildlife Enterprise Management, and Natural Resources Management (with a minor in Recreation), will also be major courses in the proposed program. Enrollment in these courses over the past five years has been substantial and increasing. For example, NATR 3310 – Nature Based Recreation (which is being

changed to PARK 2010 – Introduction to Nature-Based Recreation and Management with the creation of the proposed program) has had 185 students over the past 5 years; NATR 2010 – Environmental Interpretation (which is being changed to PARK 3010) has had 175 students over that same time frame; and FOWS 4310 – Ecotourism (which is being changed to PARK 4310 – Sustainable Nature Tourism) has had 136 students.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 3

Part-time: 0

Support Faculty—

Full-time: >40

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 2

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

AU plans to hire one new tenure-track faculty member with an appointment that is 55% teaching, 40% research, and 5% service. This person will most likely have a PhD in Parks and Recreation Management with a strong record of publication in Parks and Recreation fields. AU will also hire one new non-tenure-track faculty member (Professor of Practice) who will have either a PhD or a master's degree in Parks and Recreation Management plus at least five years of experience managing parks and recreation areas. This person would teach up to six courses per year, assist in internship oversight, and help students find internships.

Staff: AU anticipates hiring a single 1.0 FTE staff member when the proposed program is fully developed. This staff member will advise students, oversee the internship program, and assist other staff members with recruitment and other student services for students in the program.

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

Equipment: No specialized equipment costs will be required for the program.

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

Library: The Auburn University's Library system currently supports a full range of collections which could be used to support the proposed program.

**Program Budget:** The proposal projects that \$1,855,000 in new funds will be required to support the program over the first seven years. Over the same period, the program is expected to generate a total of \$3,714,200 through tuition and student fees.

**Attachment 3**  
 Auburn University  
 Bachelor of Science in Parks and Recreation Management

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Freshman Year</b>	<b>27</b>	
ENGL 1100 English Composition I	3	
ENGL 1120 English Composition II	3	
FOWS 1020-1021 Science of Nature I and Lab	4	
FOWS 1030-1031 Science of Nature II and Lab	4	
FOWS 1010 Introduction to Renewable Natural Resources	1	
Math 1130 Pre-Calculus Trigonometry	3	
NATR 2050 People and the Environment: An Introduction to Conservation Social Sciences	3	
POLI 1090 American Government in a Multicultural World	3	
COMM 1000 Public Speaking	3	
<b>Sophomore Year</b>	<b>30</b>	
History	3	
Literature	3	
Fine Arts	3	
Free Elective	2	
PARK Intro to Nature Based Recreation and Management or 2020* Intro to Community Parks and Recreation	3	*
History or Social Science	3	
STAT 2010 Statistics for Social and Behavioral Sciences	4	
HOSP 2600 Event Operations	3	
PARK 3050 Safety, Risk and Legal Aspects of Parks, Recreation, and Sport Facility Management	3	*
PARK 3910 Field Skills Practicum	3	* WBL
<b>Junior Year</b>	<b>36</b>	
MKTG 3810 Foundations of Business Marketing	3	
POLI 3250 Introduction to Public Administration	3	
Free Electives	6	
PARK 3010 Environmental Interpretation	3	
PARK 3850 Professional Preparation in Parks and Recreation	1	*
PARK 3100 Leadership in Parks and Recreation	3	*
PARK 4310 Sustainable Nature Tourism or 3400 Organizational Communication	3	
PARK 3350 Programming in Parks and Recreation	3	*
Humanities or Literature	3	
PARK 4920 Internship in Parks and Recreation (Summer)	8	* WBL

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<b>Senior Year</b>	<b>27</b>	
PARK 4200 Nature, Recreation and Health	3	*
Restricted Elective	6	
PARK 4300 Parks and Recreation Administration, Finance and Management	3	*
PARK 4250 Access and Participation in Parks and Recreation	3	*
Restricted Elective	3	
NATR 5430 Human Dimensions of Wildlife and Natural Resources	3	
NATR 5630 Conservation Planning or 4500* Design of Community Parks and Recreation	3	*
PARK 4400* Park and Recreation Facilities and Infrastructure Planning and Management	3	*
<b>Total Credit Hours Required for BS</b>	<b>120</b>	

WBL denotes that the course includes a work-based learning component.

DECISION ITEM: I-3

Auburn University at Montgomery, Master of Science in Artificial Intelligence (CIP 30.7101)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

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

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 2026, 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 2025-26 will be at least 4.7, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-31 (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 admission to doctoral programs.

Auburn University at Montgomery (AUM) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2031.

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 program will be aligned with the Artificial Intelligence (AI) Lab at the AUM College of Business, which focuses on the practical use of AI and predictive modeling to enhance business decisions across various business disciplines.
2. AUM administration has made significant investments to teach machine learning and conduct ongoing research. Undergraduate and graduate students have already used the AI Lab to conduct meaningful research on business related topics, including predicting food yields for crops in India and what best to plant, and teaching AI to recognize American Sign Language.
3. This proposal includes letters of support attesting to the need for this program: Mr. Adam Finesilver, President of Finesilver & Associates, LLC; and Mr. Terry Davis, Principal, TGD Consulting, LLC.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Auburn University at Montgomery proposal, dated September 1, 2023, with supplementary information provided. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).

**Attachment 1**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: Auburn University at Montgomery</b>								
<b>PROGRAM: Master of Science in Artificial Intelligence (CIP 30.7101)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
FACULTY	\$386,000	\$386,000	\$386,000	\$386,000	\$386,000	\$386,000	\$386,000	\$2,702,000
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	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$56,000
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$394,000</b>	<b>\$394,000</b>	<b>\$394,000</b>	<b>\$394,000</b>	<b>\$394,000</b>	<b>\$394,000</b>	<b>\$394,000</b>	<b>\$2,758,000</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$86,350	\$0	\$0	\$0	\$0	\$0	\$0	\$86,350
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$307,650	\$439,500	\$439,500	\$439,500	\$439,500	\$439,500	\$439,500	\$2,944,650
<b>TOTAL</b>	<b>\$394,000</b>	<b>\$439,500</b>	<b>\$439,500</b>	<b>\$439,500</b>	<b>\$439,500</b>	<b>\$439,500</b>	<b>\$439,500</b>	<b>\$3,031,000</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	40	40	40	40	40	40	40
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	40	40	40	40	40	40	40
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	20	20	20	20	20	20	20
<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>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	15	15	15	15	15	15	15

## Attachment 2

### Summary of Background Information

Auburn University at Montgomery  
Master of Science in Artificial Intelligence

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

**Program Description:** Offered by the Department of Information Systems in the College of Business, the proposed MS in Artificial Intelligence is designed to provide graduate students with the skills they need to understand the expanding field of artificial intelligence (AI), especially in the context of business management. The proposed program will not focus on creating AI or on the coding behind AI, but rather on the application of AI to business. Students will acquire a valuable knowledge of machine learning, based on the values, ethics, and associated skills required to use artificial intelligence. Additionally, it will prepare students to work with diverse data sets with an emphasis on recognizing bias, visualization of how the data and model should be designed, and the ethical implications of such processes or results. Students will be able to assess needs and implement AI strategies for institutions, organizations and businesses that should improve efficiencies therein.

**Student Learning Outcomes:** Upon completion of the MS in Artificial Intelligence students will be able to do the following:

1. Plan to align Artificial Intelligence (AI) deployment with an organization's strategies.
2. Identify data useful for AI deployment.
3. Define the benefits and costs of AI platform options appropriate for deployment goals.
4. Employ selection criteria to choose a model appropriate for AI deployment goals and available data.
5. Test and refine an appropriate model to achieve a deployment goal.
6. Demonstrate skills to manage dynamic, high-risk environments.
7. Explain the ethical implications of AI, including privacy, bias, and transparency.

**Administration:** The program will be administered by the College of Business, Dr. Ross Dickens, Dean; and the Department of Information Systems, Dr. James Locke, Chair.

**Peer Review:** The program proposal and supporting documents were reviewed by the Alabama Council of Graduate Deans (ACGD). Four institutions submitted responses to the proposed program, indicating support. Three of the four reviewers pointed out that AUM's MS in AI should be distinguished from programs with a heavy coding focus and is more aligned with offerings focused on the applications of AI.

**Public Review:** The program proposal was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer related programs at the graduate level, though many have a broader scope than the proposed program:

- Auburn University, MS in Information Systems (CIP 52.1201); Graduate Certificate in Data Science (CIP 30.7001); Graduate Certificate in Data Engineering (CIP 30.7101)
- University of Alabama at Birmingham, MS in Data Science (CIP 30.7001); Graduate Certificate in Artificial Intelligence in Medicine (CIP 51.2706)
- University of Alabama in Huntsville, MS in Business Analytics (CIP 52.1301); Graduate Certificate in Data Science (CIP 30.7001)



- University of West Alabama, MS in Data Science (CIP 30.7102)

**Relationship to Existing Coursework:** The proposed program is related to AUM's existing MS in Management Information Systems (CIP 11.0103) in that it will utilize two existing courses that are currently being taught as electives in that program. These courses, which include elements of AI and machine learning, have been extremely popular with AUM students and have reached max capacity enrollment. AUM's Department of Computer Science in the College of Science also offers a MS in Computer Science (CIP 11.0701), which is more technically focused.

**Collaboration:** AUM has no plans for collaboration at this time.

**Admissions:** Applicants should have a bachelor's degree from a four-year accredited college or university and an overall GPA of at least 3.0 on a 4.0 scale; or a master's degree from an accredited college or university with a 3.0 GPA or higher at the conclusion of the master's program. As part of their studies, applicants should have completed introductory statistics and mathematics through precalculus. In addition, applicants will be required to submit a personal statement and two reference letters that confirm their commitment to ethics and corroborates the applicant essay and objective data. AUM allows no more than 12 credit hours to be transferred into any graduate program to be evaluated on a case-by-case basis.

**Mode of Delivery:** The program will be taught primarily through face-to-face instruction in a cohort model, with some courses taught online.

**Curriculum:** AUM plans to develop seven new courses for this program. Full-time students in the MS program should be able to complete the degree program within three full semesters and a summer term spent in either an internship or research connected to a thesis. The path selected will mandate the timeframe. The program is designed around a cohort model and not intended to be a part-time program.

Program Completion Requirements:

Credit hours in program core	27
Credit hours required in program electives (required for non-thesis)	0-3
Credit hours in program concentration	0
Credit hours in required research (required for thesis)	0-6
<b>Total credit hours required for completion</b>	<b>30-33</b>

Students will select one of two options for the MS in AI: internship or thesis. Students wishing to pursue the practical applications of AI will participate in a three-credit-hour faculty-approved internship to demonstrate how their learned AI skills can be used in various circumstances. Students selecting the thesis path will complete six credit hours of required research.

**Specialized Accreditation:** The program will be housed within the AUM College of Business, which has its programs accredited by the Association to Advance Collegiate Schools of Business (AACSB), and the proposed program will fall under this same accreditation.

**Industry Need:** The field of artificial intelligence or machine learning is so new that some industries have yet to fully define specific positions for AI. Many recognize the real need for AI in order to remain efficient, competitive and viable in many facets of business. AUM has anchored the MS in AI within the College of Business in recognition that non-computer science experts (business managers) will be using versions of AI as a critical tool in their decision processes.

A review of SOC codes only offers a broad general application in many areas. Some of these occupations include:

- 1) Data Scientists (SOC 15-2051): Program graduates will be trained to develop and implement a set of techniques or analytics applications to transform raw data into meaningful information using data-oriented programming languages and visualization software. They can apply data mining, data modeling, natural language processing, and machine learning to extract and analyze

information from large structured and unstructured datasets. Graduates will be able to visualize, interpret and report data findings in various strategic models across many differing organizations and institutions.

- 2) Budget Analysts (SOC 13-2031): Graduates will use AI to examine budget estimates for completeness, accuracy, and conformance with procedures and regulations. They will use AI to analyze budgeting and accounting reports to determine the financial resources required to implement a program under varying scenarios. Models may also lead to fraud detection.
- 3) Accountants and Auditors (SOC 13-2011): Graduates will be prepared to use AI models to examine, analyze, and interpret accounting records to prepare financial statements, give advice or audit and evaluate statements prepared by others. They can install or advise on AI systems of recording costs or other budgetary data for preparation of predictive financial models. MSAI graduates can create models to collect and analyze data to detect deficient controls, duplicated effort, extravagance, fraud or non-compliance with laws, regulations, and management policies.

The Alabama Department of Labor's website in August 2023 shows 326 jobs currently available in the state referring to AI in the job description with a salary range starting from \$79,000 to \$129,000. According to the job-search site Adzuna, there are roughly 169,045 jobs in the US calling for AI skills, with almost 3600 calling for generative AI work in particular. Tax managers and accountants with AI skills are in high demand. A graduate degree focused on the use of AI will enhance employment opportunities for students.

**Student Demand:** AUM has experienced overwhelming demand (maximum capacity) for existing AI courses since being offered. In the currently taught courses related to the visualization of data, machine learning, and AI, 182 students are enrolled across three sections of INFO 5550 Data Mining Methods and Applications. Each section is at or over capacity (60). This has been the case each term since offering the course. The AUM College of Business AI Lab held an AI Open House in June 2023, and a half-day AI Conference in July 2023. Both were attended by over 200 people who are interested in learning more about AI. The audiences participated in break-out sessions on specific AI topics and attendees expressed interest in taking courses related to the practical use of AI. Several state agencies have contacted the College of Business AI Lab seeking guidance and assistance on using AI to address issues within their agencies and the services they provide to constituents. Each agency involved has expressed the desire to have employees participate in the MS in AI program when approved.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 2

Part-time: 0

Support Faculty—

Full-time: 4

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 1

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

AUM currently employs two Visiting Assistant Professors whose salaries are not base-budgeted. These faculty were hired with salary savings in anticipation of enrollment increases in our MS in Management Information Systems program. AUM plans to base-budget these positions and convert the lines to tenure-track Assistant Professor positions. The College will also hire one more full-time

professor with a background to teach in the proposed MS in AI program. The attached budget summary includes funding for three faculty lines.

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

Equipment: No specialized equipment costs will be required for the proposed program. The leadership and administration at AUM have invested in one of the most powerful AI computers from Nvidia to allow the college to teach the initial machine learning courses. The current computer system will provide ample capacity to teach in the cohort model. Just as AI is changing exponentially, so will the equipment facilitate its growth. The exact needs will depend upon the number of students and the number of other demands placed on the AI computers. The AUM administration has committed to acquire the appropriate new equipment when such need justifies the expenditure. At present, the needs are met with this powerful AI equipment from Nvidia.

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

Library: The AUM Library has subscribed to the Association of Computing Machinery (ACM) Digital Library to support the courses being taught in machine learning and data visualization. The subscription costs (approximately \$8,000 annually) are included within the budget for the proposed program. Because the field is so dynamic, traditional texts are likely outdated by the time they are published. Faculty will use the ACM Digital Library, current developments, case studies and new guidelines or laws to provide students with a strong foundation in machine learning.

Other: None.

**Program Budget:** Over the first seven years, the program will require estimated new funds of \$2,758,000. The program is expected to generate \$2,944,650 through tuition during the post-implementation period and will require internal reallocations of \$86,350 in Year 1.

**Attachment 3**

Auburn University at Montgomery  
 Master of Science in Artificial Intelligence

**Internship Option**

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Program Courses – Internship Option</b>		
INFO 5000 – Machine Learning and AI	3	
INFO 5010 – Advanced Deep Learning	3	
INFO 5020 – Machine Intelligence Environments	3	*
INFO 6450 – Technology Law and Ethics	3	*
INFO 6500 – Language Models	3	*
INFO 6510 – Leading Transformative Technologies	3	*
INFO 6520 – Data Visualization	3	*
INFO 6530 – AI Project Management & Low Code/No Code	3	*
INFO 6924 – Internship	3	WBL
INFO 6986 – Artificial Intelligence Capstone	3	*
<b>Total Credit Hours Required for Degree</b>	<b>30</b>	

WBL indicates the course includes work-based learning.

**Thesis Option**

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Program Courses – Thesis Option</b>		
INFO 5000 – Machine Learning and AI	3	
INFO 5010 – Advanced Deep Learning	3	
INFO 5020 – Machine Intelligence Environments	3	*
INFO 6450 – Technology Law and Ethics	3	*
INFO 6500 – Language Models	3	*
INFO 6510 – Leading Transformative Technologies	3	*
INFO 6520 – Data Visualization	3	*
INFO 6530 – AI Project Management & Low Code/No Code	3	*
INFO 6986 – Artificial Intelligence Capstone	3	*
INFO 6990 – Information Systems (AI) Thesis I	3	
INFO 6996 – Information Systems (AI) Thesis II	3	
<b>Total Credit Hours Required for Degree</b>	<b>33</b>	

Note: The above courses presently carry an INFO prefix, however they may be reassigned a different prefix consistent with the MSAI to avoid problems within the Registrar’s office and students enrolling through the cohort model.

DECISION ITEM: I-4a

Troy University, Bachelor of Science in Nutrition (CIP 30.1901)

Staff Presenter:

Mrs. Kristan White  
Academic Program Analyst

Staff Recommendation:

That the Commission approve the proposed Bachelor of Science (BS) in Nutrition.

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 1, 2026, 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 2025-26 will be at least 9.4, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).
2. That the annual average number of graduates for the period 2027-28 through 2030-31 (four-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 information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, including also data on related employment and/or acceptance into a graduate program.

Troy University (TROY) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2031.

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 program will prepare graduates to enter careers in food service management, among others, and take the national board exam for the Certified Dietary Manager Credential. Graduates will also be prepared to apply for selected graduate programs in nutrition, complete the 900-hour internship requirement, and take the national exam to become a Registered Dietitian/Nutritionist (RDN).
2. The proposed program will be unique as it can be completed 100% online and within 3 years. This improves access to meet in-state needs and serve students outside of Alabama who are unable to attend a four-year program.
3. TROY has already developed collaborations with the University of Alabama at Birmingham and Rutgers University so that graduates can seamlessly transition into graduate programs that lead to the Registered Dietician Nutritionist (RDN) credential.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Troy University proposal, dated August 2023, 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.
6. Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).

**Attachment 1**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: Troy University</b>								
<b>PROGRAM: BS in Nutrition (CIP 30.1901)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>TOTAL</b>
FACULTY	\$78,000	\$78,000	\$78,000	\$78,000	\$78,000	\$78,000	\$78,000	\$546,000
LIBRARY	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$30,000
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	\$78,000	\$83,000	\$83,000	\$83,000	\$83,000	\$83,000	\$83,000	\$576,000
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>TOTAL</b>
REALLOCATIONS	\$78,000	\$0	\$0	\$0	\$0	\$0	\$0	\$78,000
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$0	\$120,000	\$240,000	\$360,000	\$360,000	\$360,000	\$360,000	\$1,800,000
<b>TOTAL</b>	\$78,000	\$120,000	\$240,000	\$360,000	\$360,000	\$360,000	\$360,000	\$1,878,000
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>6-YEAR AVERAGE</b>
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	5	7	10	12	15	20	11.5
PART-TIME HEADCOUNT	Year 1 - No data reporting required	1	3	5	7	9	0	4.2
TOTAL HEADCOUNT	Year 1 - No data reporting required	6	10	15	19	24	20	15.7
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	6	10	10	10	11	10	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>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>AVERAGE</b>
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	2	9	10	10	10	8.2

## Attachment 2

### Summary of Background Information

Bachelor of Science in Nutrition  
Troy University

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

**Program Description:** Offered by the Department of Kinesiology and Health Promotion in the College of Health and Human Services, the proposed BS in Nutrition will be offered online and is unique in that it is designed to be completed in 3 years from anywhere in the state or country. Because of strong associations with UAB and Rutgers University, qualifying students will move seamlessly into 2-year graduate programs that have a built-in 900-hour internship (also required) making it possible to earn the Registered Dietician Nutritionist (RDN) credential with the master's degree in only 5 years. Students who do not go on to graduate programs will be prepared to apply for numerous jobs in the public health and the private sectors or obtain the Certified Dietary Manager credential.

**Student Learning Outcomes:** Students in the MS in Nutrition program will learn how to do the following:

1. Identify reliable food sources, functions, deficiency/toxicity symptoms, and metabolism of the macro and micronutrients in normal homeostasis condition of humans.
2. Calculate nutritional needs of individuals in conditions of altered metabolism including illness/disease, selected genomic conditions, athletics, and stages of the lifecycle.
3. Articulate national nutrition goals to target populations in public health initiatives utilizing appropriate research models, effective teaching strategies, and program evaluation.
4. Evaluate nutrition research using standard methodology and tools of nutrition science for the purpose of informing nutrition practice.
5. Demonstrate proper food preparation techniques utilizing food safety standards and principles of culinary science with regard to cultural and environmental impact.
6. Integrate the principles of nutrition, food preparation and sanitation into foodservice systems operations to include menu design, food and equipment purchasing, kitchen design, personnel management, forecasting, inventory control, and budgeting.
7. Explore the potential of personalized nutrition counseling and innovations in food manufacturing based on nutrigenomic and nutrigenetic applications.

**Administration:** The program will be administered by the College of Health and Human Services, Dr. LaGary Carter, Dean; and the Department of Kinesiology and Health Promotion, Dr. J. Brandon Sluder, Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were available for review by the College and University Chief Academic Officers (CUCAO). No responses were received.

**Public Review:** The revised program proposal was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer related baccalaureate programs:

- Auburn University, BS in Nutrition (CIP 30.1901)
- University of Alabama, BS in Food and Nutrition (CIP 19.0504)
- University of Alabama at Birmingham, BS in Biobehavioral Nutrition and Wellness (CIP 30.1901)



**Relationship to Existing Coursework:** TROY currently offers an 18-credit-hour minor in Nutrition, which is housed in the Department of Kinesiology and Health Promotion.

**Collaboration:** UAB has requested that TROY allow their undergraduate students to take the newly developed course in Nutrigenomics, which is required for admission to UAB's MS in Nutrition Sciences, Dietetics Track (CIP 30.1901). In return, UAB will accept qualifying graduates of TROY's BS program into their MS in Nutrition Sciences leading to the Registered Dietician Nutritionist (RDN) credential. Rutgers University has also reviewed the curriculum and wants to create a formal agreement for acceptance into their MS in Dietetics program for qualifying Troy students.

**Accreditation:** At this time, TROY does not plan to pursue accreditation by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) since graduates will require additional training from an ACEND-accredited institution for professional certification.

**Professional Licensure/Certification:** The Alabama State Board of Examiners for Dietetics and Nutritionists require licensure to practice dietetics/nutrition in the state, which requires individuals to hold a Registered Dietician Nutritionist (RDN) credential through the Commission on Dietetic Registration. Beginning 2024, all applicants seeking to become an RDN will be required to have a master's degree and complete a 900-hour internship prior to taking the board examination. The proposed BS in Nutrition will provide the undergraduate education needed for acceptance into related master's-level programs. In addition, BS students will earn the ServSafe Certification.

**Admissions:** There are no specific requirements for prior education or work experience for acceptance into the program.

**Mode of Delivery:** The program will be offered 100% online and is designed to be completed in three years (6 semesters, 4 summer terms).

**Curriculum:** Troy plans to develop six new courses for this program. Full-time students can complete the program in six semesters and four summer terms. Part-time students can complete the program in six years. Students will be required to get ServSafe Certification through the local health department as a part of the course in Food Service Systems.

Program Completion Requirements:	
Credit hours required in program core	60
Credit hours required in general education	41
Credit hours required in support course and electives	19
Credit hours in required research	0
<b>Total credit hours required for completion</b>	<b>120</b>

**Work-Based Learning:** The curriculum requires one three-hour internship course (135 hours) in an area of nutrition, food service, or public health. Students will also complete rotation hours at a commercial food service kitchen as requirements for the course in Food Service Systems.

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

- 1) Dietitians and Nutritionists (SOC 29-1031) - to apply for selected graduate programs in nutrition, complete the 900-hour internship requirement and take the national exam to become a Registered Dietitian/Nutritionist (RDN)
- 2) Food Service Managers (SOC 11-9051) - to enter careers in food service management and take the national board exam for the Certified Dietary Manager Credential.
- 3) Health Education Specialists (SOC 21-1091) - to apply for state and federal positions as a public health educator.

- 4) Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products (SOC 41-4011) - to apply for positions with the food industry (beef or dairy council, pharmaceutical or restaurant supply companies, etc.).
- 5) Community Health Workers (SOC 21-1094) - to apply for state and federal positions as a community health worker.

The U.S. Bureau of Labor Statistics predicts that the number of jobs for registered dietitians and nutritionists will increase by 11% between 2018 and 2028. Demand for Foodservice Managers is expected to increase 10% by 2030. Overall employment of health education specialists and community health workers is projected to grow 12% from 2021 to 2031, much faster than the average for all occupations.

**Student Demand:** Because all students now seeking to become a Registered Dietitian Nutritionist will be required to have a master's degree, the BS in Nutrition will provide the undergraduate education needed for the master's level. Graduate programs have reported a decrease in applicants, which they believe is due to the extra cost incurred with the new MS requirement and access to programs. Creating an online program that may be completed in three years improves access, reduces costs for students, and facilitates admission to MS Nutrition programs with internships completed via distance education. In addition, although positions in food service management may be filled by applicants who only have field experience, individuals who want to earn the Certified Dietary Manager (CDM) credential are required to complete supervised coursework while working in a medical foodservice operation. This can be difficult to do outside the collegiate environment.

#### **Resources:**

##### Faculty:

Current Primary Faculty:

Full-time: 1

Part-time: 2

Support Faculty:

Full-time: 0

Part-time: 0

Additional Faculty to be hired:

Primary Faculty:

Full-time: 1

Part-time: 1

Support Faculty:

Full-time: 0

Part-time: 0

Candidates for the new faculty positions must have a minimum of a master's degree and be RDN licensed in the State of Alabama with some professional practice in field experience.

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: This program will require the addition of nutrition periodicals not currently held by the Troy libraries (i.e., *Nutrition in Clinical Practice*, *Journal of Parenteral and Enteral Nutrition*, *Journal of the Academy of Nutrition and Dietetics*, *Nutrients*, etc.). TROY will be required to obtain a site license to access the following: *Diet Manual*, *Pediatric Diet Manual*, *Sport Nutrition Diet Manual*, and *Evidence Analysis Library*, which are published by the Academy of Nutrition and Dietetics.

**Program Budget:** The proposal projects that \$576,000 in new funds will be required to support the program over the first seven years. The program will require \$78,000 in internal reallocations in Year 1 and is expected to generate \$1,800,000 through tuition and fees.

**Attachment 3**

Troy University  
 Bachelor of Science in Nutrition

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Core Curriculum</b>	<b>41</b>	
ENG 1101 Composition and Modern English I	3	
ENG 1102 Composition and Modern English II	3	
1000-2000 level Literature	3	
1000-2000 level Fine arts (art, music, film, etc.)	3	
1000-2000 level humanities/fine arts	3	
1000-2000 level humanities/fine arts	3	
MTH 1112 Pre-calculus Algebra	3	
BIO 1100 Principals of Biology	3	
BIO L100 Principals of Biology Lab	1	
1000-2000 level History	3	
1000-2000 level Social Science (PSY 2200 Gen Psych)	3	
1000-2000 level Social Science (PSY 2210 Dev Psych)	3	
1000-2000 level Social Science (ANT 2200 Anthropology)	3	
TROY 1101 University Orientation	1	
IS 2241 Computer Concepts and Applications	3	
<b>Support Courses</b>	<b>19</b>	
One additional Science	3	
One additional Science Lab	1	
CHM 1142 General Chemistry I	3	
CHM 1143 General Chemistry II	3	
BIO 2220 Cell Biology	3	
KHP 2211 Human Nutrition	3	
KHP 2211 Human Nutrition II	3	
<b>Core Courses</b>	<b>60</b>	
BIO 3342 Organic Chemistry	3	
BIO 3347 Anatomy & Physiology I	3	
BIO 3348 Anatomy & Physiology II	3	
BIO 3372 Microbiology	3	
CHM 3352 Biochemistry	3	
KHP 3391 Basic Statistics	3	
KHP 3310 Introduction to Food Science	3	

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KHP 310L Introduction to Food Science Lab	1	
KHP 3311 Nutritional Assessment	3	
KHP 3315 Complementary and Alternative Medical Therapies	2	
KHP 3316 Community Nutrition	3	
KHP 4458 Lifecycle Nutrition	3	
KHP 4459 Sport and Exercise Nutrition	3	
KHP 4425 Pathophysiology	3	
KHP XXXX Nutrition Genomics	3	*
KHP XXXX Advanced Human Nutrition	3	*
KHP XXXX Food Service Systems	5	* <b>WBL</b>
KHP XXXX Nutrition Counseling & Education	3	*
KHP XXXX Medical Nutrition Therapy	4	*
KHP XXXX Vitamin & Mineral Metabolism	3	*
<b>Total Required Hours for MS Degree:</b>	<b>120</b>	

WBL indicates the course includes work-based learning.

DECISION ITEM: I-4b

Troy University, Bachelor of Science in Sports Coaching (CIP 31.0501)

Staff Presenter:

Mrs. Kristan White  
Academic Program Analyst

Staff Recommendation:

That the Commission approve the proposed Master of Science (BS) in Sports Coaching.

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 1, 2026, 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 2025-26 will be at least 9.4, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2026-27 through 2030-31 (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 information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal, including also data on related employment and/or acceptance into a graduate program.

Troy University (TROY) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2031.

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 program will extend TROY's existing minor in Sport Coaching to a standalone degree and therefore, will require minimal resources to implement.
2. It will be offered 100% online delivery to allow for maximum flexibility. The degree will culminate in a semester-long internship in the sport area of choice for the student to learn under a professional.
3. The proposal includes letters of support from the following: the Director of Sport Coaching, Leadership, and Administration of Graduate Programs at Michigan State University; a Director, Professor and Coach at Florida State University; and the Troy Graduate Program Coordinator of Kinesiology and Health Promotion.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Troy University proposal, dated September 2023, 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.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: Troy University</b>								
<b>PROGRAM: BS in Sports Coaching (CIP 31.0501)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$4,500	\$250	\$250	\$250	\$250	\$250	\$250	\$6,000
<b>TOTAL</b>	<b>\$4,500</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>	<b>\$6,000</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$24,000	\$36,000	\$156,000	\$168,000	\$180,000	\$180,000	\$216,000	\$960,000
<b>TOTAL</b>	<b>\$24,000</b>	<b>\$36,000</b>	<b>\$156,000</b>	<b>\$168,000</b>	<b>\$180,000</b>	<b>\$180,000</b>	<b>\$216,000</b>	<b>\$960,000</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	5	7	10	11	11	20	10.7
PART-TIME HEADCOUNT	Year 1 - No data reporting required	1	3	5	7	9	0	4.2
TOTAL HEADCOUNT	Year 1 - No data reporting required	6	10	15	18	20	20	14.8
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	3	10	11	12	12	15	10.5
<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>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	2	9	10	12	12	9



## Attachment 2

### Summary of Background Information

Bachelor of Science in Sports Coaching  
Troy University

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

**Program Description:** Offered by the Department of Kinesiology and Health Promotion in the College of Health and Human Services, the BS in Sports Coaching will prepare sports coaches at all levels from youth to professional levels encompassing travel, club, youth, high school, collegiate and professional sports. This program will seek accreditation by the National Council for Accreditation of Coaching (NCACE), an organization that promotes and facilitates coaching competence and accredits coaching education programs that meet robust standards. This program's vigorous curriculum includes training that will lead to Coaching Level I and Coaching Level II interscholastic certification from the National Federation of State High School Associations (NFHS) at the completion of the degree. The degree will feature professional faculty from various backgrounds and build skills in communication, cultural competency, collaborative practice, analytical thinking, leadership, and teamwork.

**Student Learning Outcomes:** Students in the BS in Sports Coaching program will learn how to do the following:

1. Set vision, goals, and standards for their sport program.
2. Engage in and support ethical practices.
3. Build positive relationships.
4. Develop a safe sport environment.
5. Create a positive and inclusive sport environment.
6. Conduct safe practices and prepare for competition.
7. Teach, assess, and adapt.

**Administration:** The program will be administered by the College of Health and Human Services, Dr. LaGary Carter, Dean; and the Department of Kinesiology and Health Promotion, Dr. J. Brandon Sluder, Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were available for review by the Council of University Chief Academic Officers (CUCAO). No responses were received.

**Public Review:** The revised program proposal was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The only other similar programs in the nation that offer a BS in Sport Coaching at the same CIP 31.0501 are the United States Sports Academy in Daphne, Alabama (a private institution) and the University of Southern Mississippi.

**Relationship to Existing Coursework:** The Department of Kinesiology and Health Promotion currently offers a Coaching Minor, which requires 18 credit hours of coursework. The proposed BS in Sport Coaching expands the offering to a standalone baccalaureate degree.

**Collaboration:** TROY's proposal notes the value of collaborating with other Alabama universities or business organizations and will do so when necessary and/or the opportunity presents itself.

**Accreditation:** This program will seek specialized accreditation through the National Council for Accreditation of Coaching (NCACE), an organization that promotes and facilitates coaching competence and accredits coaching education programs that meet robust standards.

**Professional Licensure:** The Coaching Level I and II certifications through the National Federation of State High School Associations (NFHS) will enhance graduates' resumes and is often required to coach. In many of the coaching related occupations, a bachelor's degree is all that is needed to enter the coaching field. In some cases, a master's degree may be preferred or required for college coaching specifically. Graduates of this program will pursue careers as K-12 private school coaches, recreation sport coaches, club sport coaches, travel ball coaches, collegiate and professional coaches. Graduates will not be certified as Physical Education teachers.

**Admissions:** There are no specific requirements for prior education or work experience for acceptance into the program.

**Mode of Delivery:** The program will be offered 100% online.

**Curriculum:** TROY plans to develop four new courses for the BS in Sports Coaching. This BS program is tailored to prepare students specifically for careers in coaching.

Program Completion Requirements:	
Credit hours required in program core	29
Credit hours in general education and pre-professional courses	59
Credit hours required in support courses	0
Credit hours required in program electives	32
Credit hours in required research	0
<b>Total credit hours required for completion</b>	<b>120</b>

The program will require students to complete Coaching Level I and Coaching Level II Interscholastic certifications through NFHS. These certification classes will be imbedded in the Coaching Level I and Coaching Level II courses within the curriculum.

**Work-Based Learning:** The internship will utilize a similar model as TROY's current internship classes in their BS in Exercise Science and MS in Kinesiology. Students will be charged with selecting the internship site that fits their interest in the sport they desire to coach. This site/preceptor must agree to host the student as an intern and be approved by the BS in Sport Coaching program coordinator. If a student is struggling to secure an internship site, the program coordinator and/or program faculty will assist the student in locating one.

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

- 1) Coaches and Scouts (SOC 27-2022, included on the Statewide In-Demand Occupations List)
- 2) Athletes, Coaches, Umpires, and Related Workers (SOC 27-2020)
- 3) Fitness and Wellness Coordinators (SOC 11-9179)

Graduates of the BS in Sports Coaching will be prepared for employment in youth sports (club/travel), high school sports (private/club/travel), collegiate sports, and professional coaching, as well as personal training. With the popularity of sports in the United States (and Alabama), sports coaching positions are more rapidly becoming available, and Alabama has placed the occupation on the Statewide In-Demand Occupations List. For the occupation of Coaches and Scouts, over 20% of growth is expected over the next 10 years.

**Student Demand:** Enrollment in the existing Sports Coaching minor has been a strong indicator of demand. Over the last four academic years, enrollment has been steady around 25 students annually.

TROY also conducted a survey of current Coaching minors and majors in the Department of Kinesiology and Health Promotion. Out of 58 respondents (all of which are currently completing the requirements for other majors), 20 responded (34.5%) that they would be interested in pursuing a BS in Sport Coaching if one was available.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 4

Part-time: 2

Support Faculty:

Full-time: 2

Part-time: 0

Additional Faculty to be hired:

Primary Faculty:

Full-time: 0

Part-time: 0

Support Faculty:

Full-time: 0

Part-time: 0

All full-time faculty are Alabama-certified Physical Education teachers with NFHS Level II coaching certification. TROY does not plan to hire any additional faculty.

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: Troy's existing library resources will be adequate for this program of study.

Other: The National Council for Accreditation of Coaching (NCACE) will be the only additional expense at \$4,500 for the initial accreditation and then \$250 annual membership fees, which totals \$6,000.

**Program Budget:** The proposal projects that \$6,000 in new funds will be required to support the program over the first seven years. The program is expected to generate \$960,000 through tuition and fees.

**Attachment 3**

Troy University  
 Bachelor of Science in Sports Coaching

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>General Education</b>	<b>59</b>	
<b>Area I (A minimum grade of C is required in ENG 1101 and 1102)</b>	<b>6</b>	
ENG 1101 Composition and Modern English I, or placement in ENG 1103 Honors English Composition I	3	
ENG 1102 Composition and Modern English II, or placement in ENG 1104 Honors English Composition II	3	
<b>Area II</b>	<b>12</b>	
1000-2000 level course within Literature	3	
1000-2000 level course with an expanded historical and cultural scope in the Fine Arts, including the disciplines of Art, Music, Theatre, Film or other Fine Arts area	3	
Any 1000-2000 level courses with an expanded historical and cultural scope in the Humanities/Fine Arts, disciplines including Classics, Communication, Dance, English, Foreign Languages, Interdisciplinary Studies, Music, Nursing, Philosophy, Religion, Sign Language, Theatre or other Humanities/ Fine Arts areas	6	
<b>Area III (A minimum grade of C is required in mathematics)</b>	<b>11</b>	
MTH 1112 Pre-Calculus Algebra	3	
BIO 1100 Principles of Biology	3	
BIO L100 Principles of Biology Lab	1	
Select one science and lab combination from the following: Physics with lab, Physical Science with lab OR Earth and Space Science with lab	4	
<b>Area IV</b>	<b>12</b>	
Any 1000-2000 level course with a principal focus in History	3	
Any 1000-2000 level courses from the following Social Science disciplines: Anthropology, Business, Criminal Justice, Economics, Education, Finance, Geography, History, Hospitality, Tourism, Sport Management, Interdisciplinary Studies, Leadership, Political Science, Psychology, Religion, Sociology or other Social Science area	9	
<b>Area V</b>	<b>18</b>	
TROY 1101 University Orientation	1	
LDR 1100 Introduction to Leadership	3	
IS 2241 Computer Concepts and Applications	3	
PSY 2210 Developmental Psychology	3	
KHP 2240 Personal and Community Health	3	
KHP 2251 Instructional & Theoretical Practices in Physical Education	3	
KHP 2260 Applied Fitness Concepts	2	

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<b>Core Courses - Major</b>	<b>29</b>	
KHP 1142 Beginning Weight Training	1	
LDR 2200 Tools for Leaders	3	
KHP 2211 Human Nutrition	3	
KHP 2242 Intermediate Weight Training	1	
HS 3325 Wellness Across a Lifespan I	3	
HS 3335 Wellness Across a Lifespan II	3	
HSTM 3345 Recreation Programming	3	
KHP 3350 Psychology of Wellness	3	
KHP XXXX Ethics in Sport	3	*
KHP 3391 Testing and Statistical Interpretation	3	
KHP 4427 Health and Fitness Education	3	
<b>Program Electives - Sport Coaching - Major Courses</b>	<b>8</b>	
Select 4 of 8 courses:		
KHP 2276 Theory and Techniques of Coaching - Softball	2	
KHP 2277 Theory and Techniques of Coaching - Football	2	
KHP 2278 Theory and Techniques of Coaching - Soccer	2	
KHP 2279 Theory and Techniques of Coaching - Volleyball	2	
KHP 2281 Theory and Techniques of Coaching - Baseball	2	
KHP 2282 Theory and Techniques of Coaching - Basketball	2	
KHP 22XX Theory and Techniques of Coaching - Golf	2	
KHP 22XX Theory and Techniques of Coaching – Track and Field	2	
<b>Program Electives –Sport Coaching - Coaching Field</b>	<b>24</b>	
KHP 44XX Applied Coaching I	3	*
KHP 44XX Applied Coaching II	3	*
KHP 4435 Current Issues in Athletics	3	
KHP 4400 Sports Officiating	3	
KHP 44XX Sports Coaching Internship	12	* <b>WBL</b>
<b>Total Required Hours for BS Degree:</b>	<b>120</b>	

WBL indicates that the course includes work-based learning.

DECISION ITEM: I-4c

Troy University, Master of Arts in Arts Administration  
(CIP 50.1001)

Staff Presenter:

Mrs. Kristan White  
Academic Program Analyst

Staff Recommendation:

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

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 1, 2026, 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 2025-26 will be at least 4.7, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-31 (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.

Troy University (TROY) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2031.

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 collaborate with existing programs in business, public administration, and arts education to develop a coherent program of study, with only one additional faculty line needed.
2. Students interested in a graduate degree in arts management or related fields have limited options in Alabama, and the proposed degree would help fulfill an industry need in the state.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Troy University proposal, dated June 2023, 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.
6. Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04). Available upon request.

**Attachment 1**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: Troy University</b>								
<b>PROGRAM: MA in Arts Administration (CIP 50.1001)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>TOTAL</b>
FACULTY	\$83,200	\$85,969	\$88,548	\$91,204	\$93,940	\$96,758	\$98,758	\$638,377
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$73,500
OTHER	\$9,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$15,000
<b>TOTAL</b>	<b>\$105,700</b>	<b>\$97,469</b>	<b>\$100,048</b>	<b>\$102,704</b>	<b>\$105,440</b>	<b>\$108,258</b>	<b>\$110,258</b>	<b>\$729,877</b>
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>TOTAL</b>
REALLOCATIONS	\$71,500	\$12,000	\$0	\$0	\$0	\$0	\$0	\$83,500
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$34,200	\$85,500	\$102,600	\$128,250	\$141,075	\$153,900	\$153,900	\$799,425
<b>TOTAL</b>	<b>\$105,700</b>	<b>\$97,500</b>	<b>\$102,600</b>	<b>\$128,250</b>	<b>\$141,075</b>	<b>\$153,900</b>	<b>\$153,900</b>	<b>\$882,925</b>
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>6-YEAR AVERAGE</b>
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	8	10	12	14	14	14	12
PART-TIME HEADCOUNT	Year 1 - No data reporting required	4	6	8	8	10	10	7.7
TOTAL HEADCOUNT	Year 1 - No data reporting required	12	16	20	22	24	24	19.7
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	8	8	12	12	12	11	10.5
<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>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>AVERAGE</b>
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	3	4	4	4	5	5	4.2



## Attachment 2

### Summary of Background Information

Master of Arts in Arts Administration  
Troy University

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

**Program Description:** Offered by the College of Communication and Fine Arts, the proposed MA in Arts Administration degree is designed to instill professional competencies relevant to the areas of arts management and leadership. The program will serve the needs of individuals seeking careers with non-profit fine and performing arts organizations (art galleries, museums, orchestras, theatres, ballets, performing arts centers, arts councils, festivals, etc.). Students will develop their skillsets through coursework in grant writing, fundraising, organizational leadership, marketing and audience development, finance, human resource management for non-profits, and advanced coursework in arts disciplines as appropriate to the student's orientation and aspirations. A required capstone project will consist of a semester-long internship with an appropriately identified arts organization.

**Student Learning Outcomes:** Graduates of the MA in Arts Administration program will demonstrate the following abilities:

1. Describe the artistic, political, economic, historical, and global environments in which arts organizations operate.
2. Demonstrate managerial functions in the arts including financial management, marketing, advocacy, fundraising and resource development, grantsmanship, and legal issues pertaining to the arts.
3. Assess leadership styles, ethics and integrity, and stewardship principles appropriate to the functioning of arts organizations.
4. Demonstrate the ability to design, implement and evaluate practices for the effective management of modern artistic organizations.

**Administration:** The program will be administered by the College of Communication and Fine Arts, Dr. Michael Thrasher, Dean.

**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 responses were received, all expressing support for the proposed program.

**Public Review:** The revised program proposal was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer related programs, though none have the same scope as the proposed MA in Arts Administration:

- The University of Alabama offers a Master of Fine Arts in Theatre degree (CIP 50.0501) with an Arts Management concentration. Coursework is provided through the Department of Theatre and Dance, the Graduate School of Business, and the College of Communications and Information Sciences. This three-year program provides for the completion of both an MBA degree and an MFA degree.
- The University of Alabama at Birmingham offers a Master of Arts in Cultural Heritage Studies (CIP 50.0703). This program provides students with the theoretical background and practical skills necessary to enter a career in the fields of cultural heritage practice, policy, and management. A track in cultural heritage administration is available.

- Auburn University offers a Bachelor of Science in Philanthropy and Non-Profit Studies (CIP 19.0707) and a Graduate Certificate in Non-Profit Organizations and Community Governance (CIP 44.0401). They also offer a BFA in Theatre with a Concentration in Theatre Management (CIP 50.0501).
- The University of Montevallo offers an undergraduate minor in arts administration.

**Relationship to Existing Coursework:** The majority of courses for the proposed program already exist within Troy University's graduate catalog, related to the following degree programs: Master of Public Administration (CIP 44.0401), Master of Science in Strategic Communication (CIP 09.0909), Master of Science in Education with Certifications in Art, Instrumental Music, Vocal/Choral Music, English/Language Arts (CIP 13.1206), and Master of Business Administration with a Concentration in Music Industry (CIP 52.0201).

**Collaboration:** No collaborations with institutions outside Troy University are currently planned. However, the program may provide meaningful opportunities to leverage TROY's resources in branch sites, especially in the Montgomery location. Opportunities also exist to build partnerships with public or private arts organizations across the community, state, and region, particularly through internships.

**Accreditation:** TROY's music programs hold accreditation through the National Association of Schools of Music, and the university is exploring additional accreditation through related agencies such as NAST (Theatre), NASD (Dance), and NASAD (Art & Design). However, as this program is expected to have no more than 25% content in any one of these arts disciplines, TROY does not intend to pursue specialized accreditation for the program.

**Admissions:** A bachelor's degree from an accredited institution of higher education in fine arts, performing arts, or a humanities discipline is a requirement for admission into the program. Students can transfer a maximum of six credit-hours from another institution into the program.

**Mode of Delivery:** Existing courses to be affiliated with the program are already available through online modalities. Certain components (e.g., the internship) will require in-person activities. The final program is expected to be attainable through 90% online or Hy-Flex delivery methods.

**Curriculum:** TROY plans to develop three new courses for this program. Full-time students can complete the program in four semesters and part-time students in six.

Program Completion Requirements:	
Credit hours required in program core	18
Credit hours required in support courses	9
Credit hours required in program electives	6
Credit hours in required capstone	3
<b>Total credit hours required for completion</b>	<b>36</b>

**Work-Based Learning:** Students must complete an arts management internship with an appropriately identified arts organization. The internship, to be conducted under the supervision of a qualified Troy University faculty advisor and a cooperating administrator within the host organization, will provide practical work experiences that complement academic coursework and the student's future aspirations.

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

- 1) Agents and Business Managers of Artists, Performers, and Athletes (SOC 13-1011)
- 2) Fundraisers (SOC 13-1131, appears on the Statewide In-Demand Occupations List)
- 3) Managers, All Other (SOC 11-9199)

Demand for managers and leaders of non-profit arts and service organizations is anticipated to be high for the next decade. According to the Bureau of Labor Statistics, “overall employment of public relations and fundraising managers is projected to grow 8 percent from 2021 to 2031, faster than the average for all occupations.” In addition, “employment of fundraisers is projected to grow 11 percent from 2021 to 2031, much faster than the average for all occupations.”

**Student Demand:** An informal survey of current and former students was conducted by a faculty member in the College of Communication and Fine Arts. Written responses were encouraging, and one of the external peer reviewers corroborated the need for such a program. Nonetheless, more could be done to substantiate student demand for the program.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 0

Part-time: 0

Support Faculty:

Full-time: 6

Part-time: 2

Additional Faculty to be hired:

Primary Faculty:

Full-time: 1

Part-time: 0

Support Faculty:

Full-time: 0

Part-time: 0

TROY plans to hire one full-time tenure-track Assistant Professor of Arts Administration. Applicants must have significant professional experience in the fields of arts management and leadership; a graduate degree or equivalent experience (doctorate preferred) with at least one earned degree in a fine or performing arts discipline; and university teaching experience, with a demonstrable record of scholarly/creative activity, and ongoing research are preferred.

Assistantships: One new assistantship will be offered for the proposed program at a cost of \$10,500 per year.

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

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

Library: The proposed program will rely upon library resources relevant to such fields as public administration, business management, education, and music. As most of these areas already meet discipline-specific accreditation standards, TROY’s library resources will be adequate for this program of study.

Other: Troy anticipates \$15,000 in additional start-up costs for publicity for new faculty and student recruitment.

**Program Budget:** The proposal projects that \$729,877 in new funds will be required to support the program over the first seven years. The program is expected to generate \$799,425 through tuition and fees. In order to support the program through its start-up phase, a total of \$83,500 internal reallocations will be required over the first two years. The program is expected to be self-sustaining by Year 3.

**Attachment 3**

Troy University  
 Master of Arts in Arts Administration

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Program Courses</b>	<b>18</b>	
ENG 6XXX: Grant Writing for Arts and Cultural Organizations	3	*
JRN 6615: Public Relations and Strategic Communication	3	
XXX 6XXX: Fundraising and Advancement for Arts Organizations	3	*
MSM 6633: Leading and Developing High Performance Teams	3	
MUI 6622: Concert Production and Promotion	3	
XXX 66xx: Internship in Arts Management	3	* WBL
<b>Support Courses</b>	<b>9</b>	
Human Resource Management (choose one course from below):	3	
PA 6605: Training and Development		
PA 6624: Public Human Resource Management		
Organizational Leadership (choose two courses from below):	6	
COM 6610: Leadership and Media Strategies		
PA 6607: Performance Measurement & Management for Public & Nonprofit Organizations		
PA 6667: Executive Leadership in Nonprofit Organizations		
PA 6665: Organizational Leadership		
PA 6666: Foundations of Nonprofit Organizations		
<b>Program Electives</b>	<b>6</b>	
Any six graduate credits in a fine arts, performing arts, humanities, or communication field with the following prefixes: ART, COM, DRA, ENG, JRN, MUI or MUS.		
<b>Research</b>	<b>3</b>	
PA 6601: Research Methods in Public Administration	3	
<b>Total Required Hours for MA Degree:</b>	<b>36</b>	

WBL indicates that the course includes work-based learning.

DECISION ITEM: I-5

University of Alabama, Master of Science in Sport Management (CIP 31.0504)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

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

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September, 2026, 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 2025-26 will be at least 4.7, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-31 (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 the existing MS in Hospitality Management will maintain program viability in keeping with the adopted graduation requirements as stated in 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 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, 2031.

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 program will extend the Sport, Entertainment and Event Management Concentration in the MS in Hospitality Management to a standalone degree and will require minimal new resources to implement.
2. Based on student enrollment growth in the Sport Hospitality concentration, there is a strong student demand for an MS in Sport Management program.
3. UA offers world-class athletic teams and facilities with on-campus athletic events that would provide students with unique and industry-leading resources and experiential learning opportunities. The proposed program will build on existing relationships and provide opportunities for industry partnerships and funding.

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 September 2023. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request."
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
<b>INSTITUTION: The University of Alabama</b>								
<b>PROGRAM: Master of Science in Sport Management (CIP 31.0504)</b>								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	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	\$37,300	\$37,300	\$37,300	\$37,300	\$37,300	\$37,300	\$37,300	\$261,100
OTHER	\$0	\$5,000	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$14,000
<b>TOTAL</b>	<b>\$37,300</b>	<b>\$42,300</b>	<b>\$39,100</b>	<b>\$39,100</b>	<b>\$39,100</b>	<b>\$39,100</b>	<b>\$39,100</b>	<b>\$275,100</b>
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$326,982	\$417,300	\$563,000	\$841,200	\$986,900	\$1,119,400	\$1,126,000	\$5,380,782
<b>TOTAL</b>	<b>\$326,982</b>	<b>\$417,300</b>	<b>\$563,000</b>	<b>\$841,200</b>	<b>\$986,900</b>	<b>\$1,119,400</b>	<b>\$1,126,000</b>	<b>\$5,380,782</b>
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	15	20	28	33	39	40	29.2
PART-TIME HEADCOUNT	Year 1 - No data reporting required	3	5	7	9	9	10	7.2
TOTAL HEADCOUNT	Year 1 - No data reporting required	18	25	35	42	48	50	36.3
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	10	15	20	22	24	30	20.2
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	5	10	15	18	25	30	17.2

## Attachment 2

### Summary of Background Information

Master of Science in Sport Management  
The 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 Human Nutrition and Hospitality Management in the College of Human Environmental Sciences, the proposed MS in Sport Management is designed to prepare students for advanced positions in athletics, sport tourism, entertainment, and sport hospitality operation settings. The curriculum will emphasize strategic skills related to marketing, sales, financial data, and operations management in the sports industry. These skills are needed to successfully operate sport venues and sport businesses, from both the consumer and management perspective. The Department currently offers a concentration in Sport Hospitality within the existing Hospitality Management (MS) program. The proposed program in Sport Management is designed as a standalone degree that will more fully prepare students for leadership roles in the sport industry job market.

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

1. Produce an innovative marketing plan for a multifaceted sporting event.
2. Analyze operational issues to support managerial decisions that will meet organizational objectives.
3. Interpret financial data to recommend a strategy for improvement.
4. Synthesize peer review literature to evaluate leadership concepts applied in the industry.

**Administration:** The program will be administered by the College of Human Environmental Sciences, Dr. Stuart Usdan, Dean; and the Department of Human Nutrition and Hospitality Management, Dr. Kristi Crowe-White, 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 responses were received, with one raising concerns about duplication of offerings with existing programs.

**Public Review:** The program was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer an MS with the same CIP 31.0504:

- Jacksonville State University, MS in Sport Management (online)
- Troy University, MS in Sport Management (online and on-campus)
- University of North Alabama, MS in Sport and Recreation Management (online)
- University of South Alabama, MS in Sport Management (online)
- University of West Alabama, MS in Sport Management (online)

While there will certainly be some curricular overlap with existing programs, UA intends to distinguish its MS in Sport Management through a significant in-person component that will leverage existing facilities and industry partnerships.

**Relationship to Existing Coursework:** UA's existing BS and MS in Hospitality Management (CIP 52.0901) offer a concentration in Sport, Entertainment, and Event Management. UA implemented a BS in



Sport Management (CIP 31.0504) in Fall 2023 with the purpose of elevating the concentration to a standalone degree. The same will occur with the proposed MS degree.

**Collaboration:** There are no planned collaborations at this time, but UA welcomes the opportunity to consider collaboration or partnership opportunities in the future.

**Admissions:** This program does not have additional admission requirements. There will be a maximum of 6 credit hours that can be transferred in from another institution and applied to the program.

**Mode of Delivery:** Coursework for the program will be delivered in two formats. One will be offered 100% online. The second will be offered 60% in-person and 40% online.

**Curriculum:** The proposed program will require the development of two new courses.

Credit hours required in program core	21
Credit hours in general education/pre-professional	0
Credit hours required in support courses	0
Credit hours in program electives	3-9
Credit hours in required research	0-6
<b>Total credit hours required for completion</b>	<b>30</b>

Full-time students can complete the program in 4 semesters. Part-time students can complete the degree in 5-8 semesters. The program will have two options: thesis and non-thesis. Students selecting the non-thesis option must complete an e-portfolio project for their capstone experience as defined by UA or successfully pass the comprehensive exam. The e-portfolio includes evidence of professional growth and scholarship and provides each student, as well as faculty and potential employer(s), with a "unique tool for assessing what each student has gained through their graduate studies." Both the e-portfolio project and comprehensive exam are in addition to the 30-hour course requirement. The thesis option will require six hours of research coursework.

**Work-Based Learning:** The proposed program will require students to complete an immersive practical experience in the sport industry. UA has standing relationships with sport venues and sport organizations, such as REVELxp, Progressive Stadium, USFL, Alabama Athletics, Bryant Denny Stadium, and Mercedes-Benz Stadium, where students will gain industry experience.

**Accreditation:** The Commission on Sport Management Accreditation (COSMA) is a specialized accrediting body for sport management programs worldwide. COSMA guidelines require programs to be established for a minimum of one year before the accreditation process can be initiated. UA will seek accreditation at that time.

**Professional Licensure:** No license requirement or certifications are needed for entry-level employment.

**Industry Need:** The proposed MS in Sport Management program will prepare graduates for employment opportunities in the sport industry by offering students a chance to meet and network with sport professionals to gain an understanding of the expectations in the sport industry, by having students take required courses that will establish a business foundation of the sport industry, and through multiple assignment that will enhance students' critical thinking and communication skills. The proposed program is designed to prepare graduates for employment in some of the following occupations:

- Entertainment and Recreation Managers, Except Gambling (SOC 11-9072);
- Marketing Managers (SOC 11-2021, included on the Statewide In-Demand Occupations List)
- General and Operations Managers (SOC 11-1021)

The proposed program is also designed to prepare students to manage the complex process of implementing sporting events and to understand the economic impact sporting events bring to a

destination. Known as "Sport Tourism," this area of training has specific relevance to the State of Alabama and its billion-dollar tourism industry. According to the US Bureau of Labor Statistics for Entertainment and Sport Occupations (April 2021), employment of entertainment and sports occupations is projected to grow 7% from 2019 to 2029, faster than the average for all occupations.

**Student Demand:** Current enrollments in the existing Sport, Entertainment, and Event concentration in the Hospitality Management program provide strong evidence of student demand. Beginning in Fall 2020, there were 20 students enrolled, and by Spring 2023, there were 71. Enrollment in the current graduate Sport Management courses also shows consistent growth (e.g., RHM Sport Properties and Venue Management – 30 in Fall 2021 to 36 in Spring 2023; RHM 559 International Strategies in Sports – 34 in Fall 2021 to 41 in Spring 2023). In addition, multiple surveys were conducted. One was sent to full-time academic advisors in Hospitality Management and Athletics for a total of 19 participants. When asked the question, "Based on your conversation with students during advising, do you believe there's a need for a graduate program in Sport Management at UA?" all 19 responded, "Yes." Another survey to current BS in Hospitality Management students (N=326, including the Sport Hospitality concentration students), 60 students said they were interested in graduate school. Out of that 60, 33 said they would be interested in a graduate Sport Management program, and 23 indicated they would be interested in the graduate Hospitality Management program.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 9

Part-time: 2

Support Faculty—

Full-time: 0

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

Assistantships: One assistantship will be offered for the proposed program at a cost of \$37,300 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 UA Library System's current databases are sufficient for the proposed graduate program including the following databases of scholarly articles and books accessible to students: *Journal of Sport Management*; *Sports Business Journal*; *International Journal of Sport management and Marketing*; *Journal of Applied Sport Management*; and *Journal of Facility Planning, Design and Management*. In addition, the college has a dedicated librarian to assist students and faculty. The Sanford Media Center housed in the UA Library is available to provide students with periodicals, equipment and expertise using an array of audio-visual materials.

Other: Costs for specialized accreditation and membership in COSMA are estimated at \$14,000 over seven years.

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, December 8, 2023

**Program Budget:** The proposal projected that \$275,100 in new funds will be required to support additional faculty for the first seven years of the program. Over the same period, the program is expected to generate \$5,380,782 through tuition.



DECISION ITEM: I-6a

University of Alabama at Birmingham, Master of Construction Engineering Management in Construction Engineering Management (CIP 14.3301)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Construction Engineering Management (MCEM) in Construction Engineering Management.

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 1, 2026, 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 2025-26 will be at least 4.7, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-31 (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 the existing Master of Engineering (MEng) in Engineering will maintain program viability in keeping with the adopted graduation requirements as stated in 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 data on graduates' employment and acceptance into related doctoral programs.

The University of Alabama at Birmingham (UAB) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2031.

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 MCEM degree will replace the concentration in Construction Engineering Management within the Master of Engineering degree and therefore will require minimal resources to implement.
2. The program is designed as a fully online educational program, that will provide an affordable and flexible educational program for students seeking to further their education while continuing to work full time or part-time.
3. The proposal includes a letter of support from the Executive Vice President, Technical and Project Solutions, of the Southern Company.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Alabama at Birmingham proposal, dated September 2023, 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.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b><i>INSTITUTION: University of Alabama at Birmingham</i></b>								
<b><i>PROGRAM: MCEM in Construction Engineering Management (CIP 14.3301)</i></b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	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>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$539,595	\$539,595	\$539,595	\$539,595	\$539,595	\$539,595	\$539,595	\$3,777,165
<b>TOTAL</b>	<b>\$539,595</b>	<b>\$539,595</b>	<b>\$539,595</b>	<b>\$539,595</b>	<b>\$539,595</b>	<b>\$539,595</b>	<b>\$539,595</b>	<b>\$3,777,165</b>
<b>ENROLLMENT PROJECTIONS</b>								
<b><i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i></b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	15	15	15	15	15	15	15
PART-TIME HEADCOUNT	Year 1 - No data reporting required	135	135	135	135	135	135	135
TOTAL HEADCOUNT	Year 1 - No data reporting required	150	150	150	150	150	150	150
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	50	50	50	50	50	50	50
<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>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	45	45	45	45	45	45	45

## Attachment 2

### Summary of Background Information

Master of Construction Engineering Management in Construction Engineering Management  
University of Alabama at Birmingham

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

**Program Description:** Offered by the Department of Civil, Construction, and Environmental Engineering in the School of Engineering, the proposed Master of Construction Engineering Management (MCEM) is designed to enhance the engineering and business qualifications of working professionals in the engineering and construction industry. The proposed degree is a 30-credit-hour, coursework only option with a set curriculum to be delivered in a fully online format. The program has been developed in consultation with representatives from engineering and major construction companies in the Birmingham area. The MCEM will replace the concentration in Construction Engineering Management within the Master of Engineering (MEng) degree.

**Student Learning Outcomes:** Learning outcomes of the MCEM include the following abilities:

1. Demonstrate advanced knowledge and skills in a selected technical area.
2. Demonstrate and understand leadership and professional ethics; and effective communications.
3. Demonstrate and understand globalization issues impacting the building environment; and business processes.
4. Demonstrate and understand effective evaluation of emerging and sustainable technologies; and entrepreneurial thinking.

**Administration:** The program will be administered by the School of Engineering, Dr. Jeffrey W. Holmes, Dean; and the Department of Civil, Construction, and Environmental Engineering, Dr. Wesley C. Zech, Interim 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. Two responses were received with no major objections raised.

**Public Review:** The revised program proposal was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** At the master's level, Auburn University offers a Master of Building Construction (CIP 14.0401), along with several related graduate certificates in Construction Management, and a BS in Building Science (CIP 14.0401). The University of Alabama offers a Master of Science in Civil Engineering (CIP 14.0801), with a concentration in Construction Engineering and Management, as well as a BS in Construction Engineering (CIP 14.3301).

**Relationship to Existing Programs:** The proposed MCEM is associated with the current MEng degree program (CIP 14.0101) with a concentration in Construction Engineering Management (CEM). Once the MCEM is fully implemented, it will replace the MEng degree with a concentration in CEM. UAB's Department of Civil, Construction, and Environmental Engineering also offers a PhD and MS in Civil Engineering (CIP 14.0801), along with related post-baccalaureate certificates.

**Collaboration:** UAB has no plans for collaboration at this time. UAB is open to collaboration in course instruction and research should opportunities arise.



**Specialized Accreditation and Professional Licensure:** The Engineering Accreditation Commission of Accreditation Board for Engineering and Technology (ABET) accredits UAB's undergraduate engineering programs. While the option to accredit master's programs exists, pursuing accreditation for this program would limit the pool of applicants to those with engineering degrees only, which would prevent many construction industry professionals from enrolling. The American Society for Civil Engineering (ASCE) and state licensing boards are moving toward requiring a master's degree as the minimum educational degree for professional practice and future licensing in civil engineering. This program would meet that future requirement.

**Admissions:** In addition to the standard UAB graduate school requirements, applicants should have the following:

- Bachelor's degree (any discipline) from a recognized institution of higher education. The MCEM degree option promotes a multi-discipline learning experience and therefore an engineering undergraduate degree is not required.
- An undergraduate GPA of 3.0 or higher (individuals not meeting this requirement but who have a strong professional background, references, and interview may be admitted).
- Two years of relevant construction industry work experience or a bachelor's in related field
- Three letters of recommendation from professional contacts.

**Mode of Delivery:** The program will be delivered 100% online.

**Curriculum:** The UAB online curriculum provides a mix of technical engineering courses, engineering management courses, advanced business principles for engineering management, and leadership fundamentals. Consequently, students completing the fifth year MCEM degree immediately after completion of their undergraduate degree will have both engineering and business skills and will be highly recruited for their first full-time position. It is anticipated that some of these students will have completed some type of experiential learning activity (i.e., co-op, internship, etc.) and some will have also completed the equivalent of a minor in business as part of their BS degree program.

Program Completion Requirements:	
Credit hours required in program core courses	30
Credit hours in support courses	0
Credit hours in program electives	0
Credit hours in free electives	0
<b>Total credit hours required for completion</b>	<b>30</b>

The recommended degree plans are designed primarily for the professional community who want an advanced degree that not only adds depth to their engineering and technical skill sets but also provides advanced education training in crucial business and information technology skills so clearly needed in the workplace today.

**Industry Need:** The MCEM program will cater primarily to the Architectural, Engineering, and Construction sectors by providing post-secondary education to enrolled students seeking to gain advanced knowledge that will lead to employment and career advancement opportunities. Below is a list of occupations that graduates with a MCEM degree may pursue. The majority of these opportunities are in alignment with Alabama's Statewide and Regional lists of In-Demand Occupations for the years of 2022-2023.

- Construction Managers (SOC 11-9021, included on the Statewide In-Demand Occupations List)
- Civil Engineers (SOC 17-2051, included on the Statewide In-Demand Occupations List)
- Architectural and Engineering Managers (SOC 11-9041)

According to the Bureau of Labor Statistics, “employment of construction managers is projected to grow 10 percent from 2018 to 2028, faster than the average for all occupations. Construction managers are expected to be needed to oversee the anticipated increase in construction activity over the coming decade. Those with a bachelor’s and/or master’s degree in construction science, construction management, or civil engineering, coupled with construction experience, will have the best job prospects.”

The proposed MCEM degree program will help satisfy the demand for the continuing educational needs of a large number of professionals employed in engineering (i.e., Civil Engineers, Architectural and Engineering Managers, etc.), information technology, energy services, and construction companies (i.e., Construction Managers) in the Birmingham, AL metropolitan area and the region.

**Student Demand:** The existing concentration in Construction Engineering Management within the Masters of Engineering program is very successful. Over the 14 years that the concentration has been operating, it has produced 654 graduates. Current enrollment projections are at least 150 to 175 new students admitted per academic year. The change to a full degree and new CIP code will allow UAB to more effectively advertise the program, and the academic training will be more clearly recognized with an MCEM designation versus an MEng.

UAB has also seen strong interest from prospective students who are instructors in community colleges and four-year colleges who prefer the online education option, and want to experience the curriculum style and delivery style developed by the UAB Department of Civil, Construction, and Environmental Engineering (CCEE) over the last 14 years. The online pedagogy and support staff already in place is ideally positioned to provide this much-needed option to prospective students. Some of the current undergraduate engineering students would like to complete a five-year bachelor/master’s degree, and UAB anticipates an increase in demand for such a program. The program will also be designed as an attractive graduate education option for career-oriented students who initially believed a bachelor’s degree would be a sufficient prerequisite for a job in industry, only to find that an additional degree is a necessary credential for career advancement.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 3

Part-time: 2

Support Faculty—

Full-time: 2

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

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: Sterne Library offers one-on-one Virtual Research consultation sessions for distance learning students via Blackboard Collaborate virtual room. Students can schedule sessions as needed.

Virtual Research sessions will be just like face-to-face appointments: students let the librarians know their topics when they request a session, and librarians help them find sources for their research. For students who prefer asynchronous assistance, librarians are still available to help them through email.

**Program Budget:** The proposal projects that no new funds will be required to support the proposed program over the first seven years. It is expected to generate \$3,777,165 through tuition and fees.

**Attachment 3**

University of Alabama at Birmingham  
Master of Construction Engineering Management in Construction Engineering Management

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>*If New Course</b>
CECM 669: Advanced Project Management	3	
CECM 670: Construction Estimating and Bidding	3	
CECM 671: Construction Liability and Contracts	3	
CECM 672: Construction Methods and Equipment	3	
CECM 673: Techniques of Project Planning and Control	3	
CECM 674: Green Building Design/Construction	3	
CECM 675: Advanced Construction and Engineering Economics	3	
CECM 676: Construction Project Risk Management	3	
CECM 688: Construction Mgmt. & Leadership Challenges in the Global Env.	3	
CECM 689: Building Information Modeling (BIM) Techniques	3	
<b>Total Hours Required for Degree</b>	<b>30</b>	

DECISION ITEM: I-6b

University of Alabama at Birmingham, Doctor of Philosophy in Applied Developmental Psychology (CIP 42.2703)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

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

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 2026, 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 2025-26 will be at least 2.8, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-31 (six-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 stated in the proposal, including data on related employment.

The University of Alabama at Birmingham (UAB) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2031.

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 program builds upon an existing concentration in Applied Developmental Psychology within the PhD in Psychology (CIP 42.0101), and therefore will not require any new resources to deliver.
2. Graduates have been successful at securing positions in academia, government, and non-profit organizations.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Alabama at Birmingham proposal, dated September 30, 2022. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
<b>INSTITUTION: University of Alabama at Birmingham</b>								
<b>PROGRAM: Doctor of Philosophy in Applied Developmental Psychology (CIP 42.2703)</b>								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	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>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION + FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	21	21	21	21	21	21	21
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	21	21	21	21	21	21	21
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	6	6	6	6	6	6	6
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	4	4	4	5	5	5	4.5

## Attachment 2

### Summary of Background Information

University of Alabama at Birmingham  
Doctor of Philosophy in Applied Developmental Psychology

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

**Program Description:** The Doctor of Philosophy (PhD) in Applied Developmental Psychology will prepare students to lead fulfilling careers through their abilities to 1) support discoveries of the basic principles of psychological development across the lifespan, 2) assist in the application of developmental psychology principles to solve complex, real-world issues of professional interest and importance in a variety of interdisciplinary contexts, and 3) demonstrate doctoral-level proficiency in professional skills needed to be successful in the Applied Developmental Psychology field.

The proposed program prepares graduates to successfully seek employment through rigorous coursework and research training. In particular, courses in developmental theory, adolescence, and aging will provide students with the foundational knowledge in developmental psychology across the lifespan necessary to function in a psychology role. Advanced coursework in research methodology and statistics will equip graduates with the skills necessary to manage and analyze data and design research projects, including a dissertation.

**Student Learning Outcomes:** Upon completion of the program, students will be able to:

1. Synthesize, critique, and apply theories of developmental psychology.
2. Critique, evaluate, and apply advanced quantitative developmental research design and statistical methods.
3. Conduct independent research that makes an original contribution to applied developmental science.
4. Communicate effectively, both orally and in writing, about developmental theories, methods, and concepts.
5. Implement and advance effective teaching practices.
6. Act in accordance with ethical standards of professional conduct and research.

**Administration:** The program will be administered by the UAB College of Arts and Sciences, Dr. Kecia Thomas, Dean; and the Department of Psychology, Dr. Christopher Henrich, 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). Two responses were received indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer related doctorate-level programs:

- Auburn University (PhD in Human Development and Family Studies, CIP 19.0701)
- University of Alabama (PhD in Psychology with concentration in Developmental Science, CIP 42.0101)
- University of Alabama in Huntsville (PhD in Applied Experimental Psychology, CIP 42.2813)



**Relationship to Existing Coursework:** At the graduate level, UAB currently offers a PhD in Psychology (CIP 42.0101) with a concentration in Developmental Psychology. The program plans to replace the existing Applied Developmental Psychology concentration with the proposed PhD in Applied Developmental Psychology degree.

**Collaboration:** UAB has not identified any collaborations at this time but is open to opportunities as they arise or as needs are identified.

**Admissions:** Students must meet all the requirements for UAB graduate admission. Students will need to complete a master's degree in Applied Developmental Psychology or a substantially equivalent program for admission into the doctoral program. Students with backgrounds in psychology, education, or public healthcare encouraged to apply. All students are expected to have undergraduate research experience. No work experience will be required for acceptance.

**Mode of Delivery:** The proposed program delivery format is 100% in-person.

**Curriculum:** UAB does not plan to develop any new courses for the program.

Program Completion Requirements:	
Credit hours required in program courses	27
Credit hours required in teaching practicum	6
Credit hours in program electives	9
Credit hours required in required research	12
<b>Total credit hours required for completion</b>	<b>54</b>

**Work-Based Learning:** The UAB proposed PhD in Applied Developmental Psychology will not require work-based learning or experiential learning.

**Specialized Accreditation:** UAB does not plan to seek specialized accreditation for the proposed program.

**Industry Need:** Graduates will be prepared for employment within the following occupations:

- 1) Psychology Teachers, Postsecondary (SOC 25-1066)
- 2) Biological Scientist (SOC 19-1029)
- 3) Life Scientist (SOC 19-1099)

Based on information from alumni of the existing program, most obtain employment in academic (research and/or teaching), government (e.g., CDC), or non-profit settings.

**Student Demand:** Demand for the proposed PhD in Applied Developmental Psychology is evidenced from the strong enrollment figures for the existing concentration in Applied Developmental Psychology. Furthermore, the current Developmental Psychology concentration in the PhD program receives 20-30 applicants annually, including both domestic and international applicants. Over the past decade, the program averages three graduates annually. The program will continuously monitor student needs and adapt accordingly.

**Resources:**

Faculty:  
Current Primary Faculty:  
Full-time: 11  
Part-time: 0  
Support Faculty—  
Full-time: 17  
Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

UAB does not plan to hire any new faculty. The proposed program will utilize the existing primary and support faculty of the existing Applied Developmental Psychology under the PhD in Psychology.

Staff: No dedicated staff will be required for the proposed program.

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

Equipment: No specialized equipment costs will be required for the program.

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

Library: No additional resources will be required to support the program. The UAB Library's local collection and current subscriptions has adequate holdings to support the proposed PhD in Applied Developmental Psychology. The Lister Hill Library of the Health Sciences is centrally located in the heart of the academic medical center and is the largest biomedical library in Alabama. In addition to an extensive collection of print books and periodicals, the library offers an excellent digital collection supporting biomedical research. The Mervyn H. Sterne Library maintains a collection of over one million items that supports teaching and research in social and behavioral sciences, arts and humanities, business, education, engineering, and natural science and mathematics. The facility has special collections, including books, periodicals, and access to electronic titles, seminar rooms, collaborative study spaces, computers, printers and copiers, and seating for 1,350 users.

**Program Budget:** The proposal projects that no new funds will be required to support the program over the first seven years, and there are not expected to be any new revenues beyond the existing resources available for the program.

**Attachment 3**

University of Alabama at Birmingham  
 PhD in Applied Developmental Psychology

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Program Core</b>	<b>27</b>	
PY707 Brain and Cognition	3	
PY710 Seminar in Developmental Psychology (Required fall and spring semesters every year)	1 x 6	
PY718 Advanced Research Design	3	
PY729 Seminar in Adolescent Development	3	
PY785 Psychology of Aging	3	
Program courses	9	
<b>Required Teaching</b>	<b>6</b>	
PY796 Practicum in Teaching of Psychology	6	
<b>Required Research</b>	<b>12</b>	
PY798 Pre-doctoral Research	1-9	
PY799 Doctoral Dissertation Research	1-9	
<b>Electives: Select one course from the list below</b>	<b>3</b>	
PY746 Structural Equation Modeling	3	
PY727 Longitudinal Data Analysis Laboratory	3	
<b>Electives: Select two courses from the list below</b>	<b>6</b>	
PY704 Social Psychology	3	
PY720 Human Neuropsychology	3	
PY731 Health Psychology	3	
PY742 Sport Psychology	3	
PY788 Pediatric Psychology	3	
PY795 Community Practicum in Psychology	3	
<b>Total Credit Hours for PhD in Applied Developmental Psychology</b>	<b>54</b>	

DECISION ITEM: I-6c

University of Alabama at Birmingham, Master of Science in Applied Developmental Psychology (CIP 42.2703)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Science (MS) in Applied Developmental Psychology.

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 2026, 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 2025-26 will be at least 4.7, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-2031 (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 stated in the proposal, including also data on related employment and/or progress into a doctoral program.

University of Alabama at Birmingham (UAB) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2031.

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 program builds upon an existing concentration in Applied Developmental Psychology within the MS in Psychology (CIP 42.0101) and therefore will not require any new resources to deliver.
2. Graduates have been successful in securing admission to related doctoral programs, including UAB's related PhD 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 Alabama at Birmingham proposal, dated June 9, 2023. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
<b>INSTITUTION: University of Alabama at Birmingham</b>								
<b>PROGRAM: Master of Science in Applied Developmental Psychology (CIP 42.2703)</b>								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	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>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION + FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	18	18	18	20	20	20	19
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	18	18	18	20	20	20	19
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	4	4	4	6	6	6	5
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	4	4	4	6	6	6	5

## Attachment 2

### Summary of Background Information

University of Alabama at Birmingham  
Master of Science in Applied Developmental Psychology

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

**Program Description:** The Master of Science (MS) in Applied Developmental Psychology MS Program will prepare students to lead fulfilling careers through their abilities to 1) support discoveries of the basic principles of psychological development across the lifespan, 2) assist in the application of developmental psychology principles to solve complex, real-world issues of professional interest and importance in a variety of interdisciplinary contexts, and 3) demonstrate master's-level proficiency in professional skills needed to be successful in the Applied Developmental Psychology field.

The MS in Applied Developmental Psychology is designed to equip graduates with the knowledge and skills necessary to obtaining their doctoral degree. Therefore, with very few exceptions, graduates of the master's program in Applied Developmental Psychology continue without interruption into the PhD Program in Applied Developmental Psychology. However, students who choose to end their formal education after completing the master's program will be well-prepared for careers as Social Science Research Assistants and Psychology Teachers, Postsecondary.

**Student Learning Outcomes:** Upon completion of the program, students will be able to:

1. Demonstrate a broad foundation in the concepts and methodologies of developmental psychology.
2. Demonstrate the ability to read, review, and critically evaluate the developmental psychology literature.
3. Select and utilize scientific techniques/methods to test an applied developmental psychology research question.
4. Demonstrate research skills that include the ability to design experiments, and collect, analyze, and interpret data.
5. Communicate effectively -- both orally and in writing -- about developmental theories, methods, and concepts.
6. Act in accordance with ethical standards of professional conduct and research.

**Administration:** The program will be administered by the UAB College of Arts and Sciences, Dr. Kecia Thomas, Dean; and the Department of Psychology, Dr. Christopher Henrich, 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). Two responses were received indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer related graduate-level programs:

- Auburn University (MS in Human Development and Family Studies, CIP 19.0701)
- University of West Alabama (MS in Experimental Psychology, CIP 42.2704)

- University of South Alabama (MS in Psychology with concentration in Social/Developmental Psychology, CIP 42.0101)

**Relationship to Existing Coursework:** At the graduate level, UAB currently offers a MA in Psychology (CIP 42.0101) with a concentration in Developmental Psychology. UAB plans to replace the existing Applied Developmental Psychology concentration with the proposed MS in Applied Developmental Psychology degree.

**Collaboration:** UAB has not identified any collaborations at this time but is open to opportunities as they arise or as needs are identified.

**Admissions:** Students must meet all the requirements for UAB graduate admission. Students with backgrounds in psychology, education, or public healthcare encouraged to apply. All students are expected to have undergraduate research experience. No work experience will be required for acceptance.

**Mode of Delivery:** The proposed program delivery format is 100% in-person.

**Curriculum:** UAB does not plan to develop any new courses for the program.

Program Completion Requirements:	
Credit hours required in program courses	16
Credit hours in general education or core curriculum	0
Credit hours required in pre-professional courses	0
Credit hours in required or free electives	9
Credit hours required in required research	6
<b>Total credit hours required for completion</b>	<b>31</b>

Students will be required to complete thesis projects. The thesis requirement will include the following:

1. Thesis Proposal
2. Progress Report Meeting – a progress report meeting will be held at least 6 weeks prior to the planned thesis defense.
3. Final Defense
4. Final Submission

**Work-Based Learning:** The proposed MS in Applied Developmental Psychology will not require work-based learning or experiential learning.

**Specialized Accreditation:** UAB does not plan to seek specialized accreditation for the proposed program.

**Industry Need:** The proposed Master of Science (MS) in Applied Developmental Psychology is primarily designed to prepare graduates to pursue doctoral degrees in Psychology. Nonetheless, students who choose to end their formal education after completing the master's program will be well-prepared, through completed coursework and research training, for careers as Social Science Research Assistants (SOC 19-4061) and Psychology Teachers, Postsecondary (SOC 25-1066).

**Student Demand:** Demand for the proposed MS in Applied Developmental Psychology is evidenced from the strong enrollment figures for the existing concentration in Applied Developmental Psychology. Furthermore, the current Developmental Psychology concentration in the PhD program receives 20-30 applicants annually, including both domestic and international applicants. Over the past decade, the program averages four graduates annually. It is important to note that this is not a terminal degree; instead, students in our PhD program complete a master's thesis *en route* to their doctorate. The program will continuously monitor student needs and adapt accordingly.



**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 11

Part-time: 0

Support Faculty—

Full-time: 17

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

UAB does not plan to hire any new faculty. The proposed program will utilize the existing primary and support faculty of the existing MS in Psychology.

Staff: No dedicated staff will be required for the proposed program.

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

Equipment: No specialized equipment costs will be required for the program.

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

Library: No additional resources will be required to support the program. The UAB Library's local collection and current subscriptions has adequate holdings to support the proposed MS in Applied Developmental Psychology.

**Program Budget:** The proposal projects that no new funds will be required to support the program over the first seven years, and there are not expected to be any new revenues beyond the existing resources available for the program.

**Attachment 3**

University of Alabama at Birmingham  
 MS in Applied Developmental Psychology

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
PY619 Diversity, Equity, and Inclusion in Research and the Workforce	1	
PY708 Developmental Psychology	3	
PY716 Introduction to Statistics and Measurement	3	
PY716L Introduction to Statistics and Measurement Lab	1	
PY717 Applied Statistical Methods	3	
PY717L Applied Statistical Methods Lab	1	
PY719 Multivariate Statistical Methods	3	
PY719L Multivariate Statistical Methods Lab	1	
PY699 Master's Level Thesis Research	6	
<b>Select three courses from the list below</b>		
PY683 Developmental Disabilities	3	
PY711 Seminar in Cognitive Development	3	
PY712 Seminar in Social Development	3	
PY713 Seminar in Language Development	3	
PY734 Applied Developmental Psychology	3	
PY764 Cognitive Assessment: Child and Adult	3	
<b>Total Credit Hours for MS in Applied Developmental Psychology</b>	<b>31</b>	

DECISION ITEM: I-6d

University of Alabama at Birmingham, Doctor of Philosophy in Behavioral Neuroscience (CIP 42.2706)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Doctor of Philosophy (PhD) in Behavioral Neuroscience.

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 2026, 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 2025-26 will be at least 2.8, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-31 (six-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 stated in the proposal, including also data on related employment.

The University of Alabama at Birmingham (UAB) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2031.

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 program builds upon an existing concentration in Behavioral Neuroscience within the PhD in Psychology (CIP 42.0101), and therefore will not require any new resources to deliver.
2. On average, four students have graduated annually with a PhD in Behavioral Neuroscience over the past five years. Graduates have been successful in securing postdoctoral research positions and other related employment.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
3. University of Alabama at Birmingham proposal dated June 9, 2023. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: University of Alabama at Birmingham</b>								
<b>PROGRAM: PhD in Behavioral Neuroscience (CIP 42.2706)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	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>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION + FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	25	26	28	28	30	30	27.8
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	25	26	28	28	30	30	27.8
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	6	6	6	6	6	6	6
<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>								
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	5	5	5	4	6	6	5.2

## Attachment 2

### Summary of Background Information

University of Alabama at Birmingham (UAB)  
Doctor of Philosophy in Behavioral Neuroscience

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

**Program Description:** Behavioral neuroscience is represented by scientists with interests in the physiological and neural substrates of behavior. Research in behavioral neuroscience at UAB occurs within an interdisciplinary context, thereby providing a rich experience for graduate students. Faculty in Behavioral Neuroscience at UAB hold primary appointments in the Departments of Psychology, Anesthesiology, Ophthalmology, Cell Biology, Neurobiology, Neurology, and Psychiatry & Behavioral Neurobiology. This breadth of perspective is reflected both in the courses offered and the research pursued by Behavioral Neuroscience students. In this spirit, students study core content areas and can choose to obtain direct, hands-on laboratory-based training in a specific behavioral neuroscience topic, including experience developing research funding proposals, manuscripts, and public presentations. The proposed program prepares graduates to successfully seek employment in academia or scientific research through the rigorous coursework and research training.

**Student Learning Outcomes:** Upon completion of the program, students will be able to:

1. Synthesize, critique, and apply advanced theories of psychology to the scientific study of the nervous system.
2. Critique, evaluate, and apply advanced quantitative behavioral neuroscience research design and statistical methods.
3. Conduct independent research that makes an original contribution to the field of behavioral neuroscience.
4. Communicate effectively, both orally and in writing, about advanced neuroscience theories, methods, and concepts.
5. Act in accordance with ethical standards of professional conduct and research.

**Administration:** The program will be administered by the UAB College of Arts and Sciences, Dr. Kecia Thomas, Dean; and the Department of Psychology, Dr. Christopher Henrich, 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). Two responses were received indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer related doctoral-level programs:

- The University of Alabama (PhD in Educational Psychology concentration in Educational Neuroscience, CIP 42.2806; and PhD in Psychology with concentration in Cognitive Psychology, CIP 42.0101)
- Auburn University (PhD in Psychology concentration in Cognitive and Behavioral Sciences, CIP 42.0101)

**Relationship to Existing Coursework:** At the graduate level, UAB currently offers a PhD in Psychology (CIP 42.0101) with a concentration in Behavioral Neuroscience. The program plans to replace the existing Behavioral Neuroscience concentration with the proposed PhD in Behavioral Neuroscience degree. Students may also choose some elective coursework from UAB's graduate offerings in Neurobiology (CIP 26.1503). At the undergraduate level, UAB offers a BS in Neuroscience (CIP 26.1501).

**Collaboration:** UAB has not identified any collaborations at this time but is open to opportunities as they arise or as needs are identified.

**Admissions:** Students must meet all the requirements for UAB graduate admission. Competitive applicants will have completed a master's degree in Behavioral Neuroscience or a substantially equivalent program for admission into the doctoral program, though it is possible for students to be admitted directly to the doctoral program and earn their master's along the way. Students with diverse backgrounds in psychology, neuroscience, and biology are encouraged to apply. All students are expected to have undergraduate training in psychology, biology, physics, chemistry, and mathematics. Students not trained in one or more of these areas may be required to make up deficits after enrollment. Relevant research experience is advantageous and considered an important indication of the applicant's motivation and commitment to program goals.

**Mode of Delivery:** The proposed program delivery format is 100% in-person.

**Curriculum:** UAB does not plan to develop any new courses for the program. Students who earn UAB's MS degree first, then join the PhD program, could apply 22 credit hours from their MS degree toward the requirements for the PhD. Students that pursue this route, and devote full-time effort to completing their degree requirements, could complete both degrees within the same five-year time span as students admitted directly into the PhD program.

Program Completion Requirements:	
Credit hours required in program courses	32
Credit hours in general education or core curriculum	N/A
Credit hours required in pre-professional courses	N/A
Credit hours in program electives	16
Credit hours required in required research	24
<b>Total credit hours required for completion</b>	<b>72</b>

Students in the Behavioral Neuroscience program will be required to complete program milestones, which include a Second-Year Project, Qualifying Exam, and Dissertation.

**Work-Based Learning:** Laboratory research is a cornerstone of the Behavioral Neuroscience PhD training program. During the first year, students gain research experience in three laboratories, selecting one laboratory rotation each semester (fall, spring, and summer). Students can rotate within the laboratories of any UAB faculty member engaged in behavioral neuroscience research. Faculty who train behavioral neuroscience students are found within the departments of Psychology, Anesthesiology, Neurobiology, Neurology, Ophthalmology, and Psychiatry & Behavioral Neurobiology. Laboratory rotations allow students to increase their breadth of experience in behavioral neuroscience before making a commitment to one faculty member's research program. Based on the laboratory rotations, each student will select a research mentor at the end of their first year in the program. Through a close collaboration with their mentor, the student develops a systematic line of research (Years 2-5), which culminates in the doctoral dissertation. As part of their training, students also gain experience writing research proposals, manuscripts, and making public presentations.

**Specialized Accreditation:** UAB does not plan to seek specialized accreditation for the proposed program.

**Industry Need:** The proposed PhD in Behavioral Neuroscience will help fill academic faculty and staff scientist positions. According to the U.S. Bureau of Labor Statistics, jobs for neuroscientists are projected

to grow by 10-20% over the next decade. The demand for jobs at this level of training is reflected by the growing number of undergraduate neuroscience degree programs across the country, which have tripled in the last decade. In addition, STEM (Science, Technology, Engineering, and Mathematics) fields continue to grow in line with projected increases in jobs requiring STEM skills. The increased number of undergraduates with bachelor level neuroscience degrees has increased the need for graduate level programs to train the next generation of neuroscientists with more advanced knowledge and skills.

Graduates of the Behavioral Neuroscience program will be competitive for entry-level teaching appointments at universities, colleges, and junior colleges within Alabama and across the United States. However, graduates most commonly pursue postdoctoral training experiences before accepting positions as faculty in academic units like the School of Medicine, College of Arts and Sciences, and School of Optometry at large research and teaching focused universities in Alabama and across the country (e.g., UAB, Auburn University, and University of Alabama). In addition, PhD graduates with a degree in Behavioral Neuroscience are very competitive for staff scientist positions in scientific research organizations (e.g., Southern Research) and university-based research labs (e.g., UAB, Auburn University, and University of Alabama).

**Student Demand:** Demand for this program has already been established for the existing concentration, which receives 20-35 applications for admission each year. On average, four students have graduated with a Behavioral Neuroscience PhD over the past five years.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 22

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

UAB does not plan to hire any new faculty. The proposed program will utilize the existing primary and support faculty of the existing MS/PhD in Psychology.

Staff: No dedicated staff will be required for the proposed program.

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

Equipment: No specialized equipment costs will be required for the program.

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

Library: No additional resources will be required to support the program. The UAB Library's local collection and current subscriptions has adequate holdings to support the proposed PhD in Applied Developmental Psychology. The Lister Hill Library of the Health Sciences is centrally located in the heart of the academic medical center and is the largest biomedical library in Alabama. In addition to an extensive collection of print books and periodicals, the library offers an excellent digital collection supporting biomedical research. The Mervyn H. Sterne Library maintains a collection of over one



million items that supports teaching and research in social and behavioral sciences, arts and humanities, business, education, engineering, and natural science and mathematics. The facility has special collections, including books, periodicals, and access to electronic titles, seminar rooms, collaborative study spaces, computers, printers and copiers, and seating for 1,350 users.

**Program Budget:** The proposal projects that no new funds will be required to support the program over the first seven years, and there are not expected to be any new revenues beyond the existing resources available for the program.

**Attachment 3**

University of Alabama at Birmingham  
 Doctor of Philosophy in Behavioral Neuroscience

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Core Courses</b>	<b>32</b>	
PY 619: Diversity, Equity, and Inclusion	1	
PY 653: Foundations of Behavioral Neuroscience	4	
PY 792: Introduction to Neurobiology 6	6	
PY 716: Introduction to Statistics 3	3	
PY 716L: Lab for PY 716	1	
PY 717: Applied Statistical Methods	3	
PY 717L: Lab for PY 717	1	
GRD 717: Principles of Scientific Integrity	3	
PY756: Research Seminar in Behavioral Neuroscience 1 hr/semester 10 semesters = 10 hrs Completed during fall and spring semesters of years 1-5	10	
<b>Required Program Electives = Select from list below</b>	<b>16</b>	
PY 520: Motivation and Emotion	3	
PY 687: Dynamics of Pain	3	
PY 693: Cognitive Neuroscience	3	
PY 700: Foundations of Research Design	3	
PY 704: Social Psychology	3	
PY 707: Brain and Cognition	3	
PY 708: Developmental Psychology	3	
PY 719: Multivariate Statistical Methods	3	
PY 719L: Lab for PY 719	1	
PY 720: Human Neuropsychology	3	
PY 746: Structural Equation Modeling	3	
NBL 625: Methods in Neuroimaging	3	
NBL 735: Functional MRI	3	
Free Electives	4	
<b>Research Based Work</b>	<b>24</b>	
PY 798: Predoctoral Degree Graduate Research	≥12	
PY 799: Doctoral Dissertation Research	≥12	
<b>Total Credit Hours for PhD in Behavioral Neuroscience</b>	<b>72</b>	

DECISION ITEM: I-6e

University of Alabama at Birmingham, Master of Science in Behavioral Neuroscience (CIP 42.2706)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Science in Behavioral Neuroscience

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 2026, 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 2025-26 will be at least 4.7, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-31 (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 stated in the proposal, including also data on related employment and/or progress into a doctoral program.

The University of Alabama at Birmingham (UAB) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2031.

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 program builds upon an existing concentration in Behavioral Neuroscience within the MS in Psychology (CIP 42.0101) and therefore will not require any new resources to deliver.
2. Students graduating with an MS in Behavioral Neuroscience will be very competitive candidates for admission to related PhD programs or for employment as laboratory technicians.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Alabama at Birmingham proposal, dated June 9, 2023. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
<b>INSTITUTION: University of Alabama at Birmingham</b>								
<b>PROGRAM: Master of Science in Behavioral Neuroscience (CIP 42.2706)</b>								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	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>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION + FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	4	6	6	6	6	6	5.7
PART-TIME HEADCOUNT	Year 1 - No data reporting required	4	8	10	10	10	10	8.7
TOTAL HEADCOUNT	Year 1 - No data reporting required	8	14	16	16	16	16	14.3
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	8	8	8	8	8	8	8
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	4	8	8	8	8	8	7.3

## Attachment 2

### Summary of Background Information

University of Alabama at Birmingham  
Master of Science in Behavioral Neuroscience

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

**Program Description:** Behavioral neuroscience is represented by scientists with interests in the physiological and neural substrates of behavior. Research in behavioral neuroscience at UAB occurs within an interdisciplinary context, thereby providing a rich experience for graduate students. Faculty in Behavioral Neuroscience at UAB hold primary appointments in the Departments of Psychology, Anesthesiology, Ophthalmology, Cell Biology, Neurobiology, Neurology, and Psychiatry & Behavioral Neurobiology. This breadth of perspective is reflected both in the courses offered and the research pursued by Behavioral Neuroscience students. In this spirit, students study core content areas and can choose to obtain direct, hands-on laboratory-based training in a specific behavioral neuroscience topic, including experience developing research funding proposals, manuscripts, and public presentations.

Students admitted to the terminal MS program will take a subset of courses alongside students admitted to the Behavioral Neuroscience PhD program. Students admitted to the PhD program, who meet requirements for the MS degree, will earn an MS in Behavioral Neuroscience *en route* to the PhD. Upon graduation, terminal MS students will enter the workforce or may choose to pursue additional training (e.g., a PhD). Students who wish to pursue a PhD in Behavioral Neuroscience at UAB would then apply to the Behavioral Neuroscience PhD program. If accepted, they would complete additional course work and laboratory training needed to earn the PhD.

**Student Learning Outcomes:** Upon completion of the program, students will be able to:

1. Demonstrate a broad foundation in the concepts and methodologies of neuroscience.
2. Demonstrate the ability to read, review, and critically evaluate the neuroscience literature.
3. Select and utilize scientific techniques/methods to test a neuroscience research question.
4. Demonstrate research skills that include the ability to design experiments, and collect, analyze, and interpret data.
5. Effectively communicate the results of research both orally and in writing.

**Administration:** The program will be administered by the UAB College of Arts and Sciences, Dr. Kecia Thomas, Dean; and the Department of Psychology, Dr. Christopher Henrich, 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). Two responses were received indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer related doctoral-level programs, though there are no related offerings at the master's level:

- The University of Alabama (PhD in Educational Psychology concentration in Educational Neuroscience, CIP 42.2806)
- Auburn University (PhD in Psychology concentration in Cognitive and Behavioral Sciences, CIP 42.0101)

**Relationship to Existing Coursework:** At the graduate level, UAB currently offers a MA in Psychology (CIP 42.0101) with a concentration in Behavioral Neuroscience. The program plans to replace the existing Behavioral Neuroscience concentration with the proposed MS in Behavioral Neuroscience degree. Students may also choose some elective coursework from UAB's graduate offerings in Neurobiology (CIP 26.1503). At the undergraduate level, UAB offers a BS in Neuroscience (CIP 26.1501).

**Collaboration:** UAB has not identified any collaborations at this time but is open to opportunities as they arise or as needs are identified.

**Admissions:** Students must meet all the requirements for UAB graduate admission. All students are expected to have undergraduate research experience. No work experience will be required for acceptance.

**Mode of Delivery:** The proposed program delivery format is 100% in-person.

**Curriculum:** UAB does not plan to develop any new courses for the program.

Program Completion Requirements:	
Credit hours required in program courses	8
Credit hours in general education or core curriculum	N/A
Credit hours required in pre-professional courses	N/A
Credit hours in program electives	22
Credit hours required in required research (for Plan I Thesis only)	(12)
<b>Total credit hours required for completion</b>	<b>30 or 42</b>

Students will have the option to either complete Plan I (Thesis) or Plan II (Non-Thesis) for the MS in Behavioral Neuroscience. Students in Plan I will complete and additional 12 credit hours of research training in a research laboratory and will also gain experience writing research proposals, manuscripts, and making public presentations. Thesis requirements for Plan I include a thesis proposal, progress report meeting, and final defense. Students in Plan II are required to complete only 30 credit hours of coursework. UAB anticipates that most students will select Plan I, which is designed to prepare them for doctoral study.

**Specialized Accreditation:** UAB does not plan to seek specialized accreditation for the proposed program.

**Industry Need:** According to the U.S. Bureau of Labor Statistics, jobs for neuroscientists are projected to grow by 10-20% over the next decade. The demand for jobs at this level of training is reflected by the growing number of undergraduate neuroscience degree programs across the country, which have tripled in the last decade. In addition, STEM (Science, Technology, Engineering, and Mathematics) fields continue to grow in line with projected increases in jobs requiring STEM skills. The increased number of undergraduates with bachelor-level neuroscience degrees has increased the need for graduate-level programs to train the next generation of neuroscientists with more advanced knowledge and skills.

Students graduating with an MS in Behavioral Neuroscience will be very competitive candidates for positions as lab technicians. For example, research laboratories in scientific research organizations (e.g., Southern Research) and at state universities (e.g., UAB, Auburn University, and University of Alabama) hire master's-level technicians to manage laboratory activities and collect and analyze research data. Master's-level graduates will also be competitive as candidates for PhD (e.g., Psychology, Vision Science, and Neuroscience programs) or professional (e.g., Medicine, Dentistry, Optometry) programs. In addition, graduates with a master's degree will also be competitive candidates for teaching positions at community or junior colleges across the State of Alabama.

**Student Demand:** Demand for the proposed MS in Behavioral Neuroscience is evidenced from the strong enrollment figures for the existing concentration in Behavioral Neuroscience. Furthermore, the current Behavioral Neuroscience concentration in the PhD program receives 20-30 applicants annually, including both domestic and international applicants. The program anticipates 5-10 graduate per year as planned new enrollment takes full effect. The program will continuously monitor student needs and adapt accordingly.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 22

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

UAB does not plan to hire any new faculty. The proposed program will utilize the existing primary and support faculty of the existing MS/PhD in Psychology.

Staff: No dedicated staff will be required for the proposed program.

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

Equipment: No specialized equipment costs will be required for the program.

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

Library: No additional resources will be required to support the program. The UAB Library's local collection and current subscriptions has adequate holdings to support the proposed MS in Behavioral Neuroscience. The Lister Hill Library of the Health Sciences is centrally located in the heart of the academic medical center and is the largest biomedical library in Alabama. In addition to an extensive collection of print books and periodicals, the library offers an excellent digital collection supporting biomedical research. The Mervyn H. Sterne Library maintains a collection of over one million items that supports teaching and research in social and behavioral sciences, arts and humanities, business, education, engineering, and natural science and mathematics. The facility has special collections, including books, periodicals, and access to electronic titles, seminar rooms, collaborative study spaces, computers, printers and copiers, and seating for 1,350 users.

**Program Budget:** The proposal projects that no new funds will be required to support the program over the first seven years, and there are not expected to be any new revenues beyond the existing resources available for the program.



**Attachment 3**

University of Alabama at Birmingham  
 MS in Behavioral Neuroscience

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>Required Program Courses = 8 hrs</b>		
PY 653: Foundations of Behavioral Neuroscience	4	
PY 716: Introduction to Statistics	3	
PY 716L: Lab for PY 716	1	
<b>Required Program Stats/Research Elective = 3-4 hrs Selected from list below</b>		
PY 717: Applied Statistical Methods + PY 717L: Lab for PY 717	4	
PY 718: Research Design 3	3	
<b>5 Required Program Electives = 18-19 hrs Selected from list below</b>		
PY 520: Motivation and Emotion	3	
PY 687: Dynamics of Pain	3	
PY 693: Cognitive Neuroscience	3	
PY 700: Foundations of Research Design	3	
PY 704: Social Psychology	3	
PY 707: Brain and Cognition	3	
PY 708: Developmental Psychology	3	
PY 719: Multivariate Statistical Methods	3	
PY 719L: Lab for PY 719	1	
PY 720: Human Neuropsychology	3	
PY 746: Structural Equation Modeling	3	
PY 792: Introduction to Neurobiology	6	
NBL 625: Methods in Neuroimaging	3	
NBL 735: Functional MRI	3	
<b>Total Hours for MS with Non-Thesis Option</b>	<b>30</b>	
<b>Plan I (Thesis Option) requires an additional 12 credit hours of research lab-based work.</b>		
PY 699: Master's Level Research	6-12	
PY 698: Pre-master's Degree Graduate Research	≤6	
<b>Total Hours for MS with Thesis Option</b>	<b>42</b>	

DECISION ITEM: I-6f

University of Alabama at Birmingham, Doctor of Philosophy in Medical/Clinical Psychology (CIP 42.2810)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Doctor of Philosophy (PhD) in Medical/Clinical Psychology.

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 2026, 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 2025-26 will be at least 2.8, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2030-31 (six-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 stated in the proposal, including also data on licensure pass rates and related employment.

The University of Alabama at Birmingham (UAB) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 1, 2031.

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 program builds upon an existing concentration in Medical/Clinical Psychology within the PhD in Psychology (CIP 42.0101) and therefore will not require any new resources to deliver.
2. The existing concentration has produced 67 graduates over the past 10 years, with 100% of graduates continuing into clinical psychology careers.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Alabama at Birmingham proposal dated June 9, 2023. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
<b>INSTITUTION: University of Alabama at Birmingham</b>								
<b>PROGRAM: PhD in Medical/Clinical Psychology (CIP 42.2810)</b>								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	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>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION + FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ENROLLMENT PROJECTIONS								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	27	27	27	27	27	27	27
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	27	27	27	27	27	27	27
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	9	9	9	9	9	9	9
DEGREE COMPLETION PROJECTIONS								
<i>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</i>								
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	9	9	9	9	9	9	9

## Attachment 2

### Summary of Background Information

University of Alabama at Birmingham (UAB)  
Doctor of Philosophy in Medical/Clinical Psychology

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

**Program Description:** The Doctor of Philosophy (PhD) in Medical/Clinical Psychology will prepare students, through advanced coursework, an empirical doctoral dissertation, and clinical practice to levels of competency that prepare them to engage in high quality, collaborative, and interdisciplinary research and professional practice in diverse medical and mental health care settings, and to serve as leaders and educators who can contribute to improvements in such health care. As doctoral-level psychologists, graduates of the PhD program in Medical/Clinical Psychology will be experts in the biological, emotional, cognitive, developmental, and social bases of human behavior. They will be competent to design, conduct, and publish research that informs and improves understanding, assessment, prevention, and treatment of mental and behavioral health problems, as well as mental and behavioral aspects of medical illness. As clinicians they will be prepared to evaluate and treat such mental and behavioral health problems based on the best scientific evidence.

**Student Learning Outcomes:** Upon completion of the program, students will be able to:

1. Describe major concepts, at the graduate level, pertaining to the biological, affective, cognitive, developmental, and social bases of human behavior.
2. Design, conduct, quantitatively analyze, and publish research that informs and improves understanding, assessment, prevention, and treatment of mental and behavioral health problems, as well as mental behavioral aspects of medical illness.
3. Identify important research questions and then design, execute and publish research that informs and improves understanding, assessment and treatment of mental and behavioral health problems, as well as relevant aspects of medical health and illness.
4. Prevent, evaluate and treat mental and behavioral health problems as they present in medical and mental health settings, using empirically-supported methods.
5. Function effectively and collaboratively in diverse multi-disciplinary health care settings with diverse patient populations.
6. Follow ethical principles in all professional activities, including research, patient care, teaching, administrative leadership, and community service.

**Administration:** The program will be administered by the UAB College of Arts and Sciences, Dr. Kecia Thomas, Dean; and the Department of Psychology, Dr. Christopher Henrich, 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 responses were received indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer related doctoral programs that are accredited by the American Psychological Association:

- Auburn University (PhD in Clinical Psychology, CIP 42.2801)

- University of Alabama (PhD in Clinical Psychology, CIP 42.2801)
- University of South Alabama (PhD in Clinical and Counseling Psychology, CIP 42.2810)

**Relationship to Existing Coursework:** At the graduate level, UAB currently offers a PhD in Psychology (CIP 42.0101) with a concentration in Medical/Clinical Psychology. The program plans to replace the existing concentration with the proposed PhD in Medical/Clinical Psychology

**Collaboration:** UAB has not identified any collaborations at this time but is open to opportunities as they arise or as needs are identified.

**Admissions:** Students must meet all the requirements for UAB graduate admission. Students enter the doctoral program after completion of the related MS in Medical/Clinical Psychology or may apply for admission to the program after completion of a comparable master's program at another university.

**Mode of Delivery:** The proposed program delivery format is 100% in-person.

**Curriculum:** UAB does not plan to develop any new courses for the program.

Program Completion Requirements:

Credit hours required in program courses	25
Credit hours in general education or core curriculum	N/A
Credit hours required in practicum	27
Credit hours in required support courses	3
Credit hours required in required research	12
<b>Total credit hours required for completion</b>	<b>67</b>

**Work-Based Learning:** The UAB proposed PhD in Medical/Clinical Psychology requires at least 3000 hours of supervised clinical experience. Each student must engage in clinical practicum training while in residence in the program, beginning no later than the end of their first year in residence and continuing until they apply for a pre-doctoral internship. Training must be sufficiently extensive and varied for the student to acquire and demonstrate competency at a level that, in the judgment of the program steering committee, is consistent with the student's readiness to begin further training at the internship level. During the time that students are engaged in practicum training, they are required to obtain approval for each practicum training experience (supervisor, setting, training plan, and learning objectives), to document all activities and hours associated with each experience using forms or software provided by the program, and to coordinate with each supervisor to obtain written verification of their activities and systematic ratings of their competencies at the end of each academic term.

**Specialized Accreditation:** The existing PhD concentration in Medical/Clinical Psychology is accredited by the American Psychological Association. UAB intends to maintain its accreditation status so that graduates will continue to be eligible for licensure.

**Professional Certification/Licensure:** Licensure is required to practice as a Psychologist in the State of Alabama. The proposed PhD in Medical/Clinical Psychology will prepare graduates for the Examination for Professional Practice in Psychology and fulfills the education requirements set by the Alabama Board of Examiners in Psychology.

**Industry Need:** The proposed Doctor of Philosophy in Medical/Clinical will help fill academic faculty and medical/clinical psychologist. The American Psychological Association's Center for Workforce Studies tracks need for psychologists on a state-by-state basis. According to their analysis, Alabama is among the nine states with the greatest shortfall in psychologists, indexed as projected demand versus projected supply, between 2015 and 2030. Total shortfall over this period is between 500 and 1000 psychologists, or approximately 35-65 psychologists per year. In general agreement with this figure, the U.S. Department of Health and Human Services National Center for Health Workforce Analysis projects a shortfall of 900 psychologists in Alabama by 2030. The focus of the PhD in Medical/Clinical Psychology is

on training psychologists to function in hospitals and other medical healthcare facilities. Many graduates choose to pursue additional postdoctoral training prior to seeking licensure or a faculty position.

Graduates will be prepared for employment within the following occupations:

- 1) Clinical and Counseling Psychologist (SOC 19-3033)
- 2) Psychology Teachers, Postsecondary (SOC 25-1066)

**Student Demand:** The proposed PhD in Medical/Clinical Psychology has functioned within the Medical/Clinical Psychology concentration since the 1980s. Continued demand for the program is evidenced from recent enrollment figures. Over the last five admissions cycles, the program has received an average of about 180 applicants annually, while the number of admissions slots has ranged between 6 and 12 annually.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 33

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

UAB does not plan to hire any new faculty. The proposed program will utilize the primary faculty for the existing Medical/Clinical concentration under PhD in Psychology.

Staff: A senior administrative staff person is required at approximately 50% FTE. As this individual has already been hired to serve in this role in support of the Medical/Clinical Psychology concentration, no additional resources are needed. This staff person supports both the master's and doctoral programs.

Assistantships: The UAB MS and PhD Medical/Clinical concentration in Psychology currently offers 20 assistantships for graduate students, and the proposed program will continue funding assistantships at the same level, with no new costs associated. Each enrolled student in the Medical/Clinical Psychology MS or PhD program will be funded by a fellowship, research assistantship, or teaching assistantship. Based on training and skills required, some of these forms of student support will be specifically available to students in the Medical/Clinical Psychology programs; others will also be open to students from other graduate programs. The count provided is therefore necessarily approximate.

Equipment: No specialized equipment costs will be required for the program.

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

Library: No additional resources will be required to support the program. The UAB Library's local collection and current subscriptions has adequate holdings to support the proposed PhD in Applied Developmental Psychology. The Lister Hill Library of the Health Sciences is centrally located in the heart of the academic medical center and is the largest biomedical library in Alabama. In addition to an extensive collection of print books and periodicals, the library offers an excellent digital collection

supporting biomedical research. The Mervyn H. Sterne Library maintains a collection of over one million items that supports teaching and research in social and behavioral sciences, arts and humanities, business, education, engineering, and natural science and mathematics. The facility has special collections, including books, periodicals, and access to electronic titles, seminar rooms, collaborative study spaces, computers, printers and copiers, and seating for 1,350 users.

**Program Budget:** The proposal projects that no new funds will be required to support the program over the first seven years, and there are not expected to be any new revenues beyond the existing resources available for the program.



**Attachment 3**

University of Alabama at Birmingham  
 Doctor of Philosophy in Medical/Clinical Psychology

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
PY 704 Social Psychology	3	
PY 707 Brain and Cognition	3	
PY 708 Developmental Psychology	3	
PY 718 Advanced Research Design	3	
PY 719 Multivariate Statistical Methods	3	
PY 719L Lab for Multivariate Statistical Methods	1	
PY 720 Human Neuropsychology OR PY 731 Health Psychology OR PY 741 Child and Adolescent Psychopathology and Treatment	3	
PY 769 Cognitive Behavior Therapy	3	
PY 779 Foundations of Clinical Supervision and Consultation	1	
PY 797 Clinical Practicum in Medical Psychology	1	WBL
PY 798 Predoctoral Degree Graduate Research	1	
PY 799 Doctoral Dissertation Research	12	
PY 790 Internship in Clinical Psychology *	27	WBL
GRD 717 Principles of Scientific Integrity	3	
* Includes 12 hours that satisfy the Graduate School's requirement for "appropriate research-based coursework which has been approved by the graduate student's program."		
<b>Total Credit Hours for PhD in Medical/Clinical Psychology</b>	<b>67</b>	

WBL indicates that the course includes work-based learning.

DECISION ITEM: I-6g

University of Alabama at Birmingham, Master of Science in  
Medical/Clinical Psychology (CIP 42.2810)

Staff Presenter:

Dr. Robin McGill  
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Master of Science in  
Medical/Clinical Psychology

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

**Implementation Date:** The proposed program will be  
implemented in Fall 2024. Based on Commission policy, the  
proposed program must be implemented by September 2026, 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 2025-26 will be at least 4.7, based on the  
Commission's "Operational Policy on the Approval of New  
Programs of Instruction and Requirements for Post-  
Implementation Monitoring" (Administrative Code §300-2-1-  
.04).
2. That the annual average number of graduates for the period  
2025-26 through 2030-31 (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  
stated in the proposal, including data on related employment  
and/or progress into a doctoral program.

The University of Alabama at Birmingham (UAB) will be required  
to phase out the program if any of the post-implementation  
conditions are not met. The institution must present  
documentation regarding the post-implementation conditions, as  
well as a general assessment of the program, in a report  
submitted to the Commission no later than September 1, 2031.

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 program builds upon an existing concentration in Medical/Clinical Psychology within the MS in Psychology (CIP 42.0101) and therefore will not require any new resources to deliver.
2. The proposed MS in Medical/Clinical Psychology is not a terminal degree, but rather it is designed to prepare students for subsequent pursuit of the PhD in Medical/Clinical Psychology.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Alabama at Birmingham proposal, dated June 9, 2023. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: University of Alabama at Birmingham</b>								
<b>PROGRAM: MS in Medical/Clinical Psychology (CIP 42.2810)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>TOTAL</b>
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>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>TOTAL</b>
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION + FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>6-YEAR AVERAGE</b>
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	21	21	21	21	21	21	21
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	21	21	21	21	21	21	21
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	7	7	7	7	7	7	7
<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>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	<b>AVERAGE</b>
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	7	7	7	7	7	7	7

## Attachment 2

### Summary of Background Information

University of Alabama at Birmingham  
Master of Science in Medical/Clinical Psychology

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

**Program Description:** The proposed Master of Science (MS) in Medical/Clinical Psychology will train students, through coursework and an empirical master's thesis, to a level of knowledge and competency that prepares them for subsequent pursuit of the PhD in Medical/Clinical Psychology. Students in the master's program will be awarded the MS degree in Medical/Clinical Psychology after completion of a master's thesis and relevant foundational coursework and will typically proceed without interruption or a new application to the PhD in Medical/Clinical Psychology.

**Student Learning Outcomes:** Upon completion of the program, students will be able to demonstrate:

1. Foundational knowledge of basic and applied clinical science in psychology, in domains that include psychopathology, personality, psychometrics, cognitive and personality assessment, clinical interviewing, clinical intervention, and diversity.
2. Foundational knowledge of research designs and statistical analyses that are appropriate to research in health service psychology.
3. The ability to read, comprehend, review, and critically evaluate the literature in the above domains.
4. The ability to apply knowledge and principles in the above domains to design research projects and collect, analyze, and interpret quantitative data to generate new knowledge and answer meaningful scientific questions within the field of health service psychology.
5. The ability to effectively communicate the results of research both orally and in writing.

**Administration:** The program will be administered by the UAB College of Arts and Sciences, Dr. Kecia Thomas, Dean; and the Department of Psychology, Dr. Christopher Henrich, 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 responses were received indicating support for the proposed program.

**Public Review:** The program was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer related master's-level programs that support their PhD programs:

- Auburn University (MS in Clinical Psychology, CIP 42.2801)
- University of Alabama (MA in Psychology, CIP 42.0101)
- University of South Alabama (MS in Psychology, CIP 42.0101)

**Relationship to Existing Coursework:** At the graduate level, UAB currently offers a MA in Psychology (CIP 42.0101) with a concentration in Medical/Clinical Psychology. The program plans to replace the existing concentration with the proposed MS in Medical/Clinical Psychology degree. The purpose of the proposed MS in Medical/Clinical Psychology is to provide the foundation for admission to and completion of the corresponding doctoral program.

**Collaboration:** UAB has not identified any collaborations at this time but is open to opportunities as they arise or as needs are identified.

**Admissions:** Students must meet all the requirements for UAB graduate admission. Students accepted into the program must have completed a bachelor's program in psychology or equivalent coursework. All students are expected to have undergraduate research experience. No work experience will be required for acceptance.

**Mode of Delivery:** The proposed program delivery format is 100% in-person.

**Curriculum:** UAB does not plan to develop any new courses for the program.

Program Completion Requirements:	
Credit hours required in program courses	24
Credit hours in general education or core curriculum	0
Credit hours required in pre-professional courses	0
Credit hours in required or free electives	0
Credit hours required in required research	6
<b>Total credit hours required for completion</b>	<b>30</b>

All students will be required to complete thesis projects. The thesis requirement will include the thesis proposal, progress report meeting, defense and final submission.

**Work-Based Learning:** The UAB proposed MS in Applied Developmental Psychology will not require work-based learning.

**Specialized Accreditation:** The existing PhD concentration in Medical/Clinical Psychology is accredited by the American Psychological Association, though the association does not separately accredit master's programs. UAB intends to maintain its accreditation status so that PhD graduates will continue to be eligible for licensure.

**Professional Certification/Licensure:** Licensure is required to practice as a Psychologist in the State of Alabama. Only graduates of accredited doctoral programs are eligible to take the licensure examination.

**Industry Need:** The proposed Master of Science (MS) in Medical/Clinical Psychology will help fill academic faculty and medical/clinical psychologist, as its primary purpose is to support the related PhD program. The American Psychological Association's Center for Workforce Studies tracks need for psychologists on a state-by-state basis. According to their analysis, Alabama is among the nine states with the greatest shortfall in psychologists, indexed as projected demand versus projected supply, between 2015 and 2030. Total shortfall over this period is between 500 and 1000 psychologists, or approximately 35-65 psychologists per year. In general agreement with this figure, the U.S. Department of Health and Human Services National Center for Health Workforce Analysis projects a shortfall of 900 psychologists in Alabama by 2030.

Should a student decide not to pursue the PhD, s/he will be prepared for employment within the following occupations:

- 1) Social Science Research Assistant (SOC 19-4061)
- 2) Psychiatric Technician (SOC 29-2053)

**Student Demand:** The proposed MS in Medical/Clinical Psychology concentration has functioned within the Medical/Clinical Psychology concentration for many years. Demand for the proposed program is evidenced from the strong enrollment figures for the existing concentration in Medical/Clinical Psychology. Over the last five admissions cycles, the program has received an average of about 180 applicants annually, including both domestic and international applicants. It is important to note that the program is not designed as a terminal degree; instead, students admitted to the PhD program complete a master's thesis *en route* to their doctorate. The program will continuously monitor student needs and adapt accordingly.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 33

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

UAB does not plan to hire any new faculty. The proposed program will utilize the primary faculty of the existing Medical/Clinical concentration under PhD in Psychology.

Staff: A senior administrative staff person is required at approximately 50% FTE. As this individual has already been hired to serve in this role in support of the Medical/Clinical Psychology concentration, no additional resources are needed. This staff person supports both the master's and doctoral programs.

Assistantships: The UAB MS and PhD Medical/Clinical concentration in Psychology currently offers 20 assistantships for graduate students, and the proposed program will continue funding assistantships at the same level, with no new costs associated. Each enrolled student in the Medical/Clinical Psychology MS or PhD program will be funded by a fellowship, research assistantship, or teaching assistantship. Based on training and skills required, some of these forms of student support will be specifically available to students in the Medical/Clinical Psychology programs; others will also be open to students from other graduate programs. The count provided is therefore necessarily approximate.

Equipment: No specialized equipment costs will be required for the program.

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

Library: No additional resources will be required to support the program. The UAB Library's local collection and current subscriptions has adequate holdings to support the proposed MS in Medical/Clinical Psychology. The Lister Hill Library of the Health Sciences is centrally located in the heart of the academic medical center and is the largest biomedical library in Alabama. In addition to an extensive collection of print books and periodicals, the library offers an excellent digital collection supporting biomedical research. The Mervyn H. Sterne Library maintains a collection of over one million items that supports teaching and research in social and behavioral sciences, arts and humanities, business, education, engineering, and natural science and mathematics. The facility has special collections, including books, periodicals, and access to electronic titles, seminar rooms, collaborative study spaces, computers, printers and copiers, and seating for 1,350 users.

**Program Budget:** The proposal projects that no new funds will be required to support the program over the first seven years, and there are not expected to be any new revenues beyond the existing resources available for the program.

**Attachment 3**

University of Alabama at Birmingham  
MS in Medical/Clinical Psychology

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
PY 619 Diversity, Equity, and Inclusion in Research and the Workforce	1	
PY 699 Master's-Level Thesis Research	6	
PY 701 Professional Issues and Ethics in Psychology	1	
PY 716 Introduction to Statistics and Measurement	3	
PY 716L Lab for Introduction to Statistics and Measurement	1	
PY 717 Applied Statistical Methods	3	
PY 717L Lab for Applied Statistical Methods	1	
PY 740 Adult Personality and Psychopathology	3	
PY 760 Interviewing and Behavioral Observation	2	
PY 764 Cognitive Assessment: Child and Adult	3	
PY 765 Personality Assessment	2	
PY 770 Survey of Psychotherapeutic Methods	3	
PY 777 Psychotherapy Practice Shadowing	3	
<b>Total Credit Hours for MS in Medical/Clinical Psychology</b>	<b>30</b>	



DECISION ITEM: I-6h

University of Alabama at Birmingham, Bachelor of Arts in Human Rights (CIP 45.9999)

Staff Presenter:

Mrs. Kristan White  
Academic Program Analyst

Staff Recommendation:

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

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

**Implementation Date:** The proposed program will be implemented in Fall 2024. Based on Commission policy, the proposed program must be implemented by September 2026, 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 2026-27 will be at least 9.4, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code §300-2-1-.04).
2. That the annual average number of graduates for the period 2026-27 through 2030-2031 (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 information regarding an overall assessment of the program be provided, particularly as related to objectives stated in the proposal, including also data on related employment and/or progress into a graduate program.

University of Alabama at Birmingham 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, 2031.

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 program is structured to use existing resources and coursework, with only three new courses to be developed. Additionally, the program will easily allow students to pursue a second in another field.
2. The program is related to UAB's Institute for Human Rights, as well as other human rights-related activities and programs, such as the MA in Anthropology of Peace and Human Rights and the Minor in Human Rights.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of Alabama at Birmingham proposal, dated June 9, 2023. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.

**Attachment 1**

<b>NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY</b>								
<b>INSTITUTION: University of Alabama at Birmingham</b>								
<b>PROGRAM: Bachelor of Arts in Human Rights (CIP 45.9999)</b>								
<b>ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	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
ACCREDITATION AND OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION + FEES	\$8,925	\$23,205	\$26,775	\$30,345	\$33,915	\$33,915	\$33,915	\$190,995
<b>TOTAL</b>	\$8,925	\$23,205	\$26,775	\$30,345	\$33,915	\$33,915	\$33,915	\$190,995
<b>ENROLLMENT PROJECTIONS</b>								
<i>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</i>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	7	10	12	19	25	31	17.3
PART-TIME HEADCOUNT	Year 1 - No data reporting required	2	3	4	5	5	6	4
TOTAL HEADCOUNT	Year 1 - No data reporting required	9	13	16	24	30	37	21.5
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	0	7	10	12	14	17	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>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	0	4	6	8	10	12	8

## Attachment 2

### Summary of Background Information

University of Alabama at Birmingham  
Bachelor of Arts in Human Rights

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

**Program Description:** The proposed BA in Human Rights is designed as an interdisciplinary degree program that will combine social science approaches to the discipline and will be similar in structure to UAB's BA in International Studies. As human rights touches on multiple dimensions of the human experience, including social and political rights as well as educational, health and economic opportunities, expertise in this area will position graduates for work in a broad variety of career paths, and the major can easily be combined with other programs as a secondary major. In the major, students will examine the multiple issues related to human rights in the US and abroad. Through service learning and community-based approaches, the major will enhance students' academic experience by enabling them to practice skills and test classroom knowledge. The program plans to incorporate Birmingham's history and legacy in the Civil Rights movement. A common theme throughout the major will be the development of critical thinking skills, as the exposure to interdisciplinary approaches will provide students with the analytic skills to link the various theoretical approaches to human rights, the rule of law, and social justice with students' learning environment.

**Student Learning Outcomes:** Upon completion of the program, students will be able to:

1. Define human rights and identify main characteristics, theories, opportunities, and challenges relating to human rights.
2. Demonstrate awareness and knowledge of human rights concerns that impact communities, states, and nations.
3. Analyze and assess key issues and controversies relating to human rights, including cultural relativism, the role of the state in protecting (and violating) human rights, genocide and crimes against humanity, rights and protections of underrepresented and marginalized groups, the groups and institutions related to the promotion of human rights, and the advocacy and promotion of global human rights.
4. Demonstrate understanding of different disciplinary perspectives and approaches to human rights, including in ethical and moral reasoning, law, historical review, policy analyses, social science, and anthropological.
5. Analyze and evaluate the connection between human rights in general and Birmingham's history and legacy relating to the Civil Rights movement, define current urban policy challenges as they relate to equity and social justice, and participate in the city as a classroom for applied active learning opportunities such as service-learning and internships.
6. Communicate scientific information effectively in written and oral form and learn how to apply the scientific method as it pertains to interdisciplinary social science research.
7. Develop the key quantitative and qualitative skills necessary to conduct research relating to human rights, and demonstrate the skills and competencies associated with career readiness.

**Administration:** The program will be administered by the College of Arts and Sciences, Dr. Kecia Thomas, Dean; and the Department of Political Science and Public Administration, Dr. Catherine Danielou, Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were available for review by the College and University Chief Academic Officers. No responses were received.

**Public Review:** The revised program proposal was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** No other comparable undergraduate major is currently offered within Alabama, though the University of Montevallo offers related minors in Peace and Justice Studies and Human Rights and Public Service. Within the SREB region, the University of Texas at Austin offers an 18-hour undergraduate certificate in Human Rights and Social Justice. Also under consideration at the Commission meeting on December 8, 2023 is UWA's proposed BA in Politics and Justice.

**Relationship to Existing Coursework:** The proposed program will complement the following existing programs at UAB:

- This is an interdisciplinary degree that will be housed in the College of Arts and Sciences and supported in a primary capacity by the UAB Department of Political Science and Public Administration and the Institute for Human Rights. These two programs will provide the required infrastructure for the program, including the physical and administrative support, as well as teaching faculty and research mentors.
- Other College of Arts and Sciences departments involved in teaching classes in the curriculum include Philosophy, History, Anthropology, Criminal Justice, Sociology, African American Studies, and Social Work, as well as the School of Public Health and the Honors College. All departments have expressed support of the establishment of the Human Rights Major. UAB is uniquely positioned to offer such training as many faculty members are already engaged in human rights research and teaching.

**Collaboration:** UAB is open to collaborating with other institutions if an opportunity to develop additional educational offerings or provide students with additional research opportunities becomes available. Within UAB, the program will collaborate with the Institute for Human Rights, along with multiple academic units described above.

**Admissions:** There are no special admission requirements for the BA in Human Rights other than the standard UAB admissions requirements and successful completion of prerequisite coursework.

**Mode of Delivery:** While some courses will be available online, the majority of the program will be delivered in traditional face-to-face lectures and seminars. In the future, there may be a potential to increase the use of distance education technology, especially if this provides opportunities for collaboration with other universities and recruitment of additional students to the major.

**Curriculum:** UAB plans to develop three new courses for the program.

Credit hours required in program core	18
Credit hours in general education	41
Credit hours in support courses	0
Credit hours required in program electives	18
Credit hours in general electives	43
Credit hours required in research	0
<b>Total credit hours required for completion</b>	<b>120</b>

A specific outcome of the program is for the students to develop the key skills associated with career readiness. The leading authority in this area, the National Association of Colleges and Employers (NACE), in conjunction with various employers, has set out eight specific competencies that are particularly relevant for career readiness. The core coursework in the proposed program is designed to help students develop each of these competencies. For example, Career and Self-Development (HRT100 and HRT485), Communication (HRT400), and Leadership (HRT490).

This program can also be of interest as a second major, as many who are majoring in more service-based disciplines, including public health, often have an interest in these subject areas. While the major does prepare students for employment after graduation, it also provides an excellent foundation for students to pursue more targeted educational programs, including law school or graduate school in areas related to the social sciences or public management.

**Work-Based Learning:** Students have an opportunity to choose either a research focused capstone class (HRT 490) or an internship (HRT 485). The internship includes off-campus and on-campus experiential learning activities designed to provide students with opportunities to make connections between the theory and practice of academic study and the practical application of that study in a professional work environment. In most cases, internships are completed under the guidance of an on-site supervisor and a faculty sponsor, who in combination with the student will create a framework for learning and reflection. For on-campus internships under the direction of a faculty member, the supervisor and faculty sponsor may be the same person. Students are expected to complete 140 hours per semester for a three-credit hour class.

**Industry Need:** The proposed program will prepare graduates for careers in the following occupations:

- Social Scientists and Related Workers (SOC 19-3000)
- Community and Social Service Specialists (SOC 21-0000)
- Legal Occupations (SOC 23-0000)

The skills and knowledge base developed in the program can serve a graduate well across a variety of different jobs, though it is anticipated that student interest will be within fields which directly seek to engage and promote human rights, specifically within the public and nonprofit sectors. These sectors – particularly many human rights organizations – are prevalent globally as well as locally, as they are well-represented within the State of Alabama. Nationwide job growth in the non-profit sector more than tripled that of the for-profit sector from 2007 to 2016; in Alabama the nonprofit sector grew by almost 12 percent during that period.

An Indeed.com search of current job openings in the Birmingham area in areas particularly relevant to the program -- human rights, nonprofits, and policy analysis – turned up over 600 jobs each. Searches on idealist.org (which covers jobs within the nonprofit sector) similarly showed demand for the areas of expertise to be developed by the human rights major, with 48 matches for the term “human rights,” 178 for policy advocacy and 92 for policy analysis.

**Student Demand:** To determine student interest, UAB did the following:

- Conducted a survey of political science majors about various issues related to their undergraduate experience. Among the issues were course availability, as well as courses in which they would like to see additional offerings. Answers to these questions showed a substantial interest in courses related to human rights and social justice. Specifically, just under two-thirds of the respondents said that they were “very interested” in courses in this area, while a majority of students respondent that either “too few” or “far too few” courses are offered in this area.
- Examined the enrollment patterns in the existing Political Science courses most relevant to human rights, PSC 316 (Human Rights) and PSC 357 (Human Trafficking), which also indicated a great level of student interest. Specifically, the last four sections of these courses (Spring 2020 and Spring 2018 sections of PSC 357 and Spring 2019 and Fall 2020 of PSC 316) all quickly filled to capacity, which is fairly unusual for non-required courses within the major. Another interesting pattern was the high number of non-majors who took the courses – the enrollments were drawn from a wide variety of majors from various colleges, including Nursing, Neuroscience, Public Health, English, and Criminal Justice. While this evidence is somewhat preliminary, it does indicate a great deal of student interest in this area across a broad variety of majors.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 1

Part-time: 1

Support Faculty—

Full-time: 2

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

The three full-time faculty members for the program will come from the Political Science, Anthropology, and History departments. The program will also be supported by 30+ faculty from the following: African American Studies, Criminal Justice, Communication Studies, English, Honors College, Philosophy, Psychology, School of Public Health, Sociology, Social Work, and World Languages.

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

Equipment: No specialized equipment costs will be required for the program.

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

Library: UAB Libraries provide a growing number of resources for students in the areas covered by the proposed major and, in recent years, has made a concerted effort to add materials, both in print and electronically, that would support a Human Rights major. In addition to numerous books and large journal package subscriptions added through services like Elsevier, JSTOR, Sage Journals, and Wiley Online Library, the UAB Libraries have also made a concerted effort to add large primary and secondary source collections to their database offerings. The current databases list includes a large number of collections more specifically related to various studies within the proposed major. In addition to the resources themselves, the students and faculty involved in the proposed program will be served by two faculty subject specialists in the UAB Libraries, one for Social Sciences and one for philosophy. Individual research and citation consultations are offered with these liaisons. The librarian works with the students (and/or faculty) to guide them through the research and/or citation process and helps students and faculty find resources on their specific research needs. In the event that students or faculty need resources outside of UAB Libraries current holdings, Interlibrary Loan (ILL) is a free service available to students and faculty.

**Program Budget:** The proposal projects that no new funds will be required to support the program over the first seven years. Over the same period, the program is expected to generate a total of \$190,995 through tuition and student fees.

**Attachment 3**

University of Alabama at Birmingham  
 Bachelor of Arts in Human Rights

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>General Education – Blazer Core</b>	<b>41</b>	
Local Beginnings	3	
Academic Foundations	15	
Thinking Broadly	20	
City as Classroom	3	
<b>General Electives</b>	<b>43</b>	
<b>Program Core</b>	<b>18</b>	
HRT 100: Introduction to Human Rights	3	*
HRT 400: Skills and Methods in Human Rights	3	*
Global Human Rights: choose one of the following: ANTH 351: Anthropology of Human Rights PSC 316: Human Rights	3	
Philosophical Foundations: choose one of the following: PHL 115: Contemporary Moral Issues PHL 230: Social and Political Philosophy PHL 316: Ethics- Theories of Good and Evil	3	
Civil Rights: choose one of the following: HY 304: US Civil Rights Movement PSC 319: Civil Liberties and Civil Rights PSC 418: Race and Politics	3	
Capstone or Internship: choose one of the following: HRT 485: Internship in Human Rights HRT 490: Capstone in Human Rights*	3	* WBL
<b>Program Electives</b> <i>(Choose six courses from at least two different disciplines)</i>	<b>18</b>	
AAS 200: Introduction to African-American Studies	3	
AAS 346: Race, Rhetoric and Resistance	3	
AAS 420: Public Health and Medical Issues in African Communities	3	
AAS 442: Race, Crime, Gender and Social Politics	3	
ANTH 235: Immigration, Transnationalism, and Diaspora	3	
ANTH 292: Anthropology of Slavery	3	
ANTH 330: Nationalism, Ethnicity and Violence	3	
ANTH 357: Anthropology of Gender	3	
ANTH 404: Human Rights, Peace, and Justice	3	
ANTH 424: Transitional Justice and Human Rights	3	
ANTH 432: Villains, Victims, & Vigilantes	3	
CJ 390: The Death Penalty in America	3	
CJ 442: Race, Crime, Gender and Social Policy	3	
CJ 334: Justice Advocacy	3	
CJ 403: Restorative Justice	3	
CMST 324: Gender, Sex Similarities and Differences in Communication	3	
CMST 460: Communication and Social Movements in America.	3	



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EH 424: African-American Special Topics	3	
EH 444: Women's Literature and Theory	3	
FLL 121: Special Topics through World Cultures/Songs of Social Change	3	
GHS 320: Global Health Service Learning: Church and Beyond	3	
HC 150: Burning Issues	3	
HY 239/339: The Holocaust	3	
HY 274/374: LGBT History	3	
HY 279/379: Women Rogues, Radicals and Reformers	3	
HY 344/444: Nazi Germany	3	
HY 373: The Black Power Movement	3	
HY 422: Ethnic Cleansing and Genocide	3	
HY 430: US Labor History	3	
HY 439: American Environmental History	3	
HY 440: The Holocaust on Film	3	
PHL 225: Environmental Ethics	3	
PHL 318: Ethics of War	3	
PSC 266/466: The United Nations	3	
PSC 335: Memory Politics: Monuments, Museums and Human Rights	3	
PSC 358: Health and Humanitarian Crisis	3	
PSC 372: Social Justice and Pop Culture	3	
PSC 444: Human Rights and Technology	3	
PSC 458: Human Trafficking	3	
PSC 459: Politics of Transitional Justice	3	
PSC 465: International Law	3	
PUH 202: Introduction to Global Health	3	
PUH 322: Environmental Justice and Ethics	3	
PUH 333: Food, Water, and Air	3	
PUH 441: Public Health Law and Policy	3	
PUH 204: Social and Behavioral Determinants of Health	3	
PUH 403: Immigrant, Migrant, and Refugee Health	3	
PY 417: Psychology of Sexuality and Gender	3	
SOC 245: Contemporary Social Problems	3	
SOC 250: Sociology of Race and Ethnicity	3	
SOC 278: Global and International Sociology	3	
SOC 431: Environmental Sociology	3	
SW 207: Racism, Sexism and Other Isms	3	
<b>Total Credit Hours for BA Degree:</b>	<b>120</b>	

WBL indicates course includes work-based learning.

DECISION ITEM: I-7

University of West Alabama, Bachelor of Arts in Politics and Justice (CIP 45.1001)

Staff Presenter:

Mrs. Kristan White  
Academic Program Analyst

Staff Recommendation:

That the Commission approve the proposed Bachelor of Arts (BA) in Politics and Justice.

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

**Implementation Date:** The proposed program will be implemented in Spring 2024. Based on Commission policy, the proposed program must be implemented by January 1, 2026, 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 2025-26 will be at least 9.4, based on the Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).
2. That the annual average number of graduates for the period 2025-26 through 2029-31 (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 information regarding an overall assessment of the program be provided, particularly as related to objectives stated in the proposal, including data on related employment and/or acceptance into a graduate program.

The University of West Alabama (UWA) 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, 2031.

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 Politics and Justice will build on existing expertise within UWA's College of Liberal Arts with minimal additional resources to implement.
2. The program will prepare graduates for careers as Paralegals and Legal Assistants; Court, Municipal, and License Clerks; and Public Relations Specialists, all of which included on the Statewide In-Demand Occupations List.

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 West Alabama proposal, dated July 2023. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.03. Available upon request.
6. Commission's "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring" (Administrative Code 300-2-1-.04).

**Attachment 1**

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
<b>INSTITUTION:</b> University of West Alabama								
<b>PROGRAM:</b> Bachelor of Arts in Politics and Justice (CIP 45.1001)								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
FACULTY	\$0	\$73,196	\$73,196	\$73,196	\$73,196	\$73,196	\$73,196	\$439,176
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>\$73,196</b>	<b>\$73,196</b>	<b>\$73,196</b>	<b>\$73,196</b>	<b>\$73,196</b>	<b>\$73,196</b>	<b>\$439,176</b>
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$29,250	\$29,250	\$70,200	\$81,900	\$105,300	\$117,000	\$128,700	\$561,600
<b>TOTAL</b>	<b>\$29,250</b>	<b>\$29,250</b>	<b>\$70,200</b>	<b>\$81,900</b>	<b>\$105,300</b>	<b>\$117,000</b>	<b>\$128,700</b>	<b>\$561,600</b>
ENROLLMENT PROJECTIONS								
<b>Note: "New Enrollment Headcount" is defined as unduplicated counts across years.</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	6-YEAR AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	16	23	27	30	31	34	26.8
PART-TIME HEADCOUNT	Year 1 - No data reporting required	2	2	3	4	6	7	4
TOTAL HEADCOUNT	Year 1 - No data reporting required	18	25	30	34	37	41	30.8
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	20	15	11	11	12	14	13.8
DEGREE COMPLETION PROJECTIONS								
<b>Note: Do not count Lead "0"s and Lead 0 years in computing the degree completions projections average.</b>								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	5	6	7	9	10	11	8

## Attachment 2

### Summary of Background Information

Bachelor of Arts in Politics and Justice  
University of West Alabama

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

**Program Description:** Offered by the Department of English, History, and Social Sciences in the College of Liberal Arts, the proposed BA in Politics and Justice is designed to provide graduates with a well-rounded education in political institutions, values, ideologies, and behavior. It will emphasize a broad training in the various methods of the study of politics, from political theory to statistical analysis. Graduates of the program will be prepared to enter a wide variety of careers, including in government, non-profit agencies, and media. Students will also be prepared for graduate study in law and the social sciences.

**Student Learning Outcomes:** Learning outcomes of the BA in Politics and Justice include the following abilities:

1. Gain civic literacy, with a view to both historical and contemporary questions of politics and justice.
2. Write clearly and cogently on matters of politics and justice, with sensitivity to competing ideas.
3. Demonstrate competency in social science research methods, including quantitative analysis.
4. Think critically about political processes, institutions, and concepts, in both domestic and international contexts.
5. Evaluate contemporary issues in light of various tools of analysis, including theoretical and quantitative methods.

**Administration:** The program will be administered by the College of Liberal Arts, Dr. Amy Jones, Dean; and the Department of English, History, and Social Sciences, Dr. Kendrick Prewitt, Chair.

**Peer Review:** The Notification of Intent to Submit a Proposal (NISP) and the program proposal were available for review by the College and University Chief Academic Officers (CUCAO). No responses were received.

**Public Review:** The program was posted on the Commission website from October 4, 2023 to October 24, 2023 (twenty days) for public review and comments. No comments were received.

**Similar Programs:** The following institutions offer a Political Science or Political Science and Government degree at the same CIP 45.1001: Alabama A&M University (BA), Alabama State University (BA), Auburn University (BA), Auburn University at Montgomery (BS), Jacksonville State University (BA), Troy University (BA/BS), University of Alabama (BA), University of Alabama at Birmingham (BA), University of Alabama in Huntsville (BA), University of Montevallo (BA/BS), University of North Alabama (BA/BS), and the University of South Alabama (BA). In addition, the University of Montevallo offers related minors in Peace and Justice Studies and Human Rights and Public Service.

UWA's proposal notes that while Political Science can be considered a core offering within undergraduate studies, the proposed Politics and Justice major is different from most Political Science programs in that it is broader in methodology and scope. Quantitative research methods are part of the program, and there are courses that directly confront contemporary political issues. Also, the emphasis on justice and

leadership means there is a greater than average focus on theoretical and normative aspects of politics, including an emphasis on the American founding and the theories of justice that underlie it.

**Relationship to Existing Coursework:** Currently the only related program at UWA is a minor in Political Science. Many of the courses will overlap with the proposed program.

**Collaboration:** UWA has no plans to explore program collaboration with other institutions at this time.

**Admissions:** There are no special admission requirements for the BA in Politics and Justice other than the standard UWA admissions requirements and successful completion of prerequisite coursework.

**Mode of Delivery:** The program will be delivered 100% in-person.

**Curriculum:** UWA will create seven new courses for this program.

Credit hours required in program core	36
Credit hours required in general education	54
Credit hours required for support courses	21
Credit hours in required or free electives	9
Credit hours in required research	0
<b>Total credit hours required for completion</b>	<b>120</b>

Students in the Political Science minor already earn independent study credit for relevant internships, and this will continue (and be developed) with the proposed program. No concentrations are currently part of the program, but they will be considered as it grows. Work-based or experiential learning will not be required, but will be encouraged. Further education will be required for students seeking to become lawyers and for most urban and regional planner positions (most require a master's degree). However, there are positions in local government, associated with urban and regional planning, that will not require further education.

**Industry Need:** The proposed program is designed to prepare graduates for graduate study or for employment in the following occupations:

- Court, Municipal, and License Clerks (SOC 43-4031) (included on the Statewide In-Demand Occupations list)
- Paralegals and Legal Assistants (SOC 23-2011) (included on the Statewide In-Demand Occupations list)
- Public Relations Specialists (SOC 27-3031) (included on the Statewide In-Demand Occupations list)

**Student Demand:** The Political Science minor is traditionally one of the most popular on campus, with 29 students currently enrolled. A recent independent viability study commissioned by UWA highlighted the need for a major aligned with existing minors in the study of politics. Enrollments in upper-division courses are trending upward. A recent report from the Education Advisory Board (EAB) encouraged the university to consider a program in politics with a broad curriculum that goes beyond the scope of many "Political Science" programs. The curriculum of the proposed Politics and Justice major was designed with that goal in mind.

**Resources:**

Faculty:

Current Primary Faculty:

Full-time: 1

Part-time: 3

Support Faculty—

ALABAMA COMMISSION ON HIGHER EDUCATION  
Friday, December 8, 2023

Full-time: 0  
Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 1

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

UWA plans to hire one additional full-time faculty member with a PhD in Political Science or a related field. The ideal candidate will have a background in both political theory and empirical political science in order to teach a broad range of the curriculum.

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 library already contains most of the course texts in its collections, and has access to several journals and databases in the field including the following: Fold3.com; GPO Access; GPO Monthly Catalog; US government publications; LegalTrac; a Military and Government Collection; Open Text Library; a Patents Database; ProQuest Military Collection; and Reference Shelf.

**Program Budget:** The proposal projects that \$439,176 in new funds to hire an additional full-time faculty member will be required to support the program over the first seven years. Over the same period, the program is expected to generate \$561,600 through tuition.

**Attachment 3**

Bachelor of Arts in Politics and Justice  
 University of West Alabama

<b>Course Number and Title</b>	<b>Number of Credit Hours</b>	<b>* If New Course</b>
<b>General Education Courses</b>	<b>54</b>	
Area I	6	
Area II	15	
Area III	11	
Area IV	12	
Area V	10	
<b>Support Courses (Students are required to complete a Minor)</b>	<b>21</b>	
<b>Free Electives</b>	<b>9</b>	
<b>Core Courses</b>	<b>18</b>	
PS 110. American Government	3	
PS 211. Contemporary Political Debates	3	*
PS 250. Justice	3	*
PS 310. State and Local Government	3	
PS 360. Methods of Social Research	3	
PS 400. Politics and Justice Seminar	3	*
<b>Program Electives (Students must select six courses)</b>	<b>18</b>	
PS 307. Independent Study in Political Science	3	
PS 311. The Executive	3	
PS 312. The Congress	3	
PS 313. Introduction to Law	3	
PS 316. Public Administration	3	
PS 321. Constitutional Law	3	
PS 330. Comparative Government	3	
PS 340. International Relations	3	
PS 351. Ancient Political Thought	3	
PS 352. Modern Political Thought	3	
PS 353. American Political Thought	3	
PS 370. Statistics for the Social Sciences	3	
PS 401. Profiles in Political Leadership	3	*
PS 402. Four Great Trials	3	*
PS 403. American Liberalism and Conservatism	3	*
PS 411. Environmental Law	3	*
PS 498. Selected Topics in Political Science	3	
<b>Total Credit Hours for Degree</b>	<b>120</b>	



INFORMATION ITEM: J-1

Implementation of Non-Degree Programs at Senior Institutions

Staff Presenter:

Ms. Lakerri Gill  
Credential Registry Specialist

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 notifications regarding the non-degree programs indicated, with further details in the attached summary:

**Auburn University**

- Graduate Certificate in Wireless Engineering (CIP 14.1099, Level 6)

**Auburn University at Montgomery**

- Undergraduate Certificate in Secondary Education (CIP 13.1205, Level 1b)

**University of Alabama at Birmingham**

- Graduate Certificate in Computed Tomography (CIP 51.0911, Level 6)
- Graduate Certificate in Magnetic Resonance Imaging (CIP 51.0920, Level 6)

**Attachment 1**

**Summary of Proposed Non-Degree Programs at Senior Institutions**

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**AUBURN UNIVERSITY (AU)**

**Graduate Certificate in Wireless Engineering (CIP 14.1099, Level 6)**

Offered by the Department of Electrical and Computer Engineering within the Ginn College of Engineering, the Graduate Certificate in Wireless Engineering is designed for individuals who want to stay up-to-date with advances in Wireless and Telecommunications Engineering. The Department currently offers a Bachelor's of Wireless Engineering, and the proposed certificate will extend offerings in this discipline to the graduate level. Coursework will be offered both 100% online and 100% face-to-face. The certificate requires 12 credit hours of coursework covering electromagnetics and communications technologies.

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**AUBURN UNIVERSITY AT MONTGOMERY (AUM)**

**Undergraduate Certificate in Secondary Education (CIP 13.1205 Level 1b)**

Offered by the Department of Curriculum, Instruction, and Technology in the College of Education, the Undergraduate Certificate in Secondary Education is designed to provide students with the information and skills needed to become competent educators in their teaching field. The certificate program is designed for individuals seeking a Provisional Certificate in a Teaching Field (PCTF) as authorized by the Alabama State Department of Education. The Undergraduate Certificate program includes courses that are also part of undergraduate professional education. The delivery format is online only. This certificate requires 12 credit hours of undergraduate coursework.

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**UNIVERSITY OF ALABAMA BIRMINGHAM (UAB)**

**Graduate Certificate in Computed Tomography (CIP 51.0911, Level 6)**

Offered by the Department of Clinical and Diagnostic Sciences within the School of Health Professions, the Graduate Certificate in Computed Tomography is designed for students who hold a bachelor's degree and primary certification in radiography, nuclear medicine technology, or radiation therapy. Students will receive didactic and clinical training for professional practice in Computed Tomography. Upon successful completion of the program, students will have the option to sit for the CT board exam offered by the Nuclear Medicine Technology Certification Board (NMTCB) and/or the American Registry of Radiologic Technologists (ARRT). Once the student gains certification, they will be eligible for entry-level employment in CT technologist positions. The proposed delivery format is hybrid and face-to-face instructions. This certificate requires 15 credit hours of graduate coursework.

**Graduate Certificate in Magnetic Resonance Imaging (CIP 51.0920, Level 6)**

Offered by the Department of Clinical and Diagnostic Sciences within the School of Health Professions, the Graduate Certificate in Magnetic Resonance Imaging is designed for those who hold both a bachelor's degree and a primary certification in radiography, nuclear medicine technology, sonography, or radiation therapy. This tailored curriculum will provide students with didactic and clinical training in MRI for professional practice. Students who successfully complete the program will be able to sit for the American Registry of Radiologic Technologists (ARRT) MRI board test. Once certified, the student will be qualified for entry-level roles as an MRI technologist. A clinical practicum of ten semester hours of credit, involving 400 contact hours, is required as part of the program. The certificate will be offered hybrid and face-to-face. This certificate requires 16 credit hours of graduate coursework.

INFORMATION ITEM: J-2

Implementation of New Short Certificate Programs (Less than 30 Semester Hours)

Staff Presenter:

Ms. Lakerri Gill  
Credential Registry Specialist

Staff Recommendation:

For information only.

Background:

The Alabama Community College System (ACCS) reports the approval of short-term certificate programs (less than 30 semester hours) at the following two-year colleges in the fields of study listed below.

**Wallace Community College**  
Cybersecurity

**CIP Code**  
11.0101

INFORMATION ITEM: J-3

Changes to the Academic Program Inventory

Staff Presenter:

Ms. Lakerri Gill  
Credential Registry Specialist

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**

Auburn University at Montgomery	26.0101	Biology, <del>BS</del> BA/BS
Troy University	<del>31.0505</del> 26.0908	<del>Exercise Science, BS</del> Exercise Physiology, BS
Troy University	<del>31.0505</del> 26.0908	Kinesiology, MS
University of Alabama in Huntsville	<del>11.0101</del> 11.0701	<del>Computer and Information Sciences, B.S.</del> Computer Science, BS
University of Alabama in Huntsville	<del>11.0101</del> 11.0701	<del>Computer and Information Sciences, M.S.</del> Computer Science, MS
University of Alabama in Huntsville	<del>11.0101</del> 11.0701	<del>Computer and Information Sciences, PhD</del> Computer Science, PhD

**Two-Year Institutions: NONE**

**B. Program Inventory Deletions**

Institutions may 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**

University of Alabama in Huntsville	54.0101	Comparative Cultures and Conflicts Graduate Certificate, Level 6
University of North Alabama	45.0101	BA/BS in Social Science
University of North Alabama	45.0702	MS in Geographic Information Science

**Two-Year Institutions: NONE**

**C. Programs Placed on Inactive Status**

Institutions may elect to place programs on inactive status in the Commission's Academic Program Inventory. While a program is on inactive status, no new students may be admitted. If an inactive program has not been reinstated within five years, its status will be changed to deleted.

**Four-Year Institutions:**

University of North Alabama	45.0702	Post-Baccalaureate Certificate in Geographic Information Systems, Level 6
University of North Alabama	45.0702	Graduate Certificate in Advanced Graduate Information Systems, Level 6
University of North Alabama	45.0702	Remote Sensing Undergraduate Certificate, Level 1b

**Two-Year Institutions: NONE**

INFORMATION ITEM: J-4

Updates to Academic Units

Staff Presenter:

Ms. Lakerri Gill  
Credential Registry Specialist

Staff Recommendation:

For information only.

Background:

According to the Commission's definitions relating to academic units (Alabama Administrative Code, §300-2-1-.11[9] *et seq.*), an academic unit has a reporting relationship with the institution's chief academic officer and may be considered instructional or non-instructional. A "unit of instruction" offers instructional courses or other activities for academic credit. There are two types:

- (i) Major Instructional Unit: Division, college, or school that comprises several minor units of instruction.
- (ii) Minor Instructional Unit: Department or other unit offering degree programs, cross-disciplinary or multi-disciplinary consortium offering coursework but no degree programs.

Administrative changes to minor units of instruction, 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 affects a major unit of instruction and requires additional expenditures to implement, Commission approval is required.

Establishment of or changes to non-instructional academic units, including units of administration, research, and public service, also require prior notification to the Commission.

ACHE staff has reviewed the submissions included in Attachment 1 as updates to academic units that require prior notification only.

Supporting Documentation:

1. Updates to Academic Units Requiring Notification Only, attached.
2. "Evaluation of Changes to Instructional Role and Academic Units," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1.11. Available upon request.
3. Written unpublished documentation provided by the institutions. Available upon request.

**Attachment 1**

**Updates to Academic Units Requiring Notification Only**

A. Changes to Major Units of Instruction Not Requiring Approval

- Jacksonville State University, Reorganization of the College of Arts and Humanities and College of Science and Mathematics to form the College of Arts, Humanities, and Sciences, with no changes to academic programs or additional resources required

B. Changes to Minor Units of Instruction

- Jacksonville State University, Renaming of the Department of Family and Consumer Sciences to the Department of Career Technical Education and Professional Studies within the College of Education and Professional Studies
- Jacksonville State University, Renaming of the Department of Counseling and Instructional Support to the Department of Professional Counseling and Leadership within the College of Education and Professional Studies
- Jacksonville State University, Reorganization of the Department of Secondary Education and Department of Curriculum and Instruction to form the Department of Teacher Education within the College of Education and Professional Studies
- University of Alabama, Renaming of the Department of Human, Nutrition, Hospitality Management to the Department of Human Nutrition, Hospitality, and Sports Management within the College of Human Environmental Sciences
- University of Alabama at Birmingham, Establishment of the Division of Comprehensive Neurology in the Department of Neurology within the Heersink School of Medicine
- University of South Alabama, Closure of the Department of Comparative Medicine within the College of Medicine

C. Changes to Non-Instructional Academic Units

- Athens State University, Renaming of the Adult Degree Program Office to the Adult Learner Success Office (ALSO) as a unit of academic support
- Jacksonville State University, Renaming of the Office of Graduate Studies to the Graduate School as a unit of administration
- Jacksonville State University, Reorganization of the academic support units Teacher Education Services, Clinical Experiences, Instructional Services Unit, and Learning Resource Center within the College of Education and Professional Studies to form the Office of Accreditation, Certification, and Partnership Initiatives as a unit of administration
- University of Alabama at Birmingham, Reorganization of the Informatics Institute to form the Department of Biomedical Informatics and Data Science as a unit of research within the Heersink School of Medicine
- University of Alabama at Birmingham, Establishment of the Systems Pharmacology AI Research Center as a new unit of research in the Department of Biomedical Informatics and Data Science within the Heersink School of Medicine



INFORMATION ITEM: J-5

Extensions/Alterations to Existing Programs of Instruction

Staff Presenter:

Ms. Lakerri Gill  
Credential Registry Specialist

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 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 Extensions and Alterations to Existing Programs of Instruction**

**Four-Year Institutions**

**Troy University**

1. Addition of a Concentration in Strength and Conditioning in the existing MS in Kinesiology (CIP 31.0505 to be moved to 26.0908)

**University of Alabama at Birmingham**

1. Addition of a Concentration in Graphic and Digital Design in the existing BA in Art (CIP 50.0701)
2. Addition of a Track in Artificial Intelligence in the existing MS in Health Informatics (CIP 51.0799)
3. Addition of a Concentration in Preparedness Leadership in the existing DrPH in Public Health (CIP 51.2201)

**University of Alabama in Huntsville**

1. Addition of a Concentration in Cybersecurity in the existing MS in Computer and Information Sciences (CIP 11.0101)

**University of Montevallo**

1. Addition of a Concentration in Entrepreneurship in the existing BBA in Business Administration and Management (CIP 52.0201)
2. Addition of a Concentration in Entrepreneurship in the existing BBA in Marketing (CIP 52.1401)

**University of South Alabama**

1. Modification of existing MS in Information Systems (CIP 11.0401) to expand credit hours from 30 to 30-33
2. Modification of existing MS in Cybersecurity (CIP 11.1003) to expand credit hours from 30-36 to 36

**University of West Alabama**

1. Addition of an option in Higher Education Administration to the existing MBA in Business Administration (CIP 52.0201)

**Two-Year Institutions**

**Enterprise State Community College**

1. Addition of a Long Certificate (IPEDS Level 2) in Advanced Manufacturing to the existing AAS in Industrial Maintenance Technology (CIP 47.0303)

INFORMATION ITEM: J-6

Implementation of Distance Education Programs

Staff Presenter:

Ms. Lakerri Gill  
Credential Registry Specialist

Staff Recommendation:

For information only.

Background:

Commission policy states that academic programs approved by the Commission do not require additional approval to be configured and offered as distance education programs. However, institutions preparing to offer existing programs as distance education offerings must report this intent to the Commission prior to implementation.

In compliance with the Commission's policy on distance education, the following institutions have reported plans to implement the distance education programs listed, effective 2023.

**NONE**

Supporting Documentation:

1. "Policy on Distance Education," Ala. Admin Code (Commission on Higher Education), r. 300-2-1-.10. Available upon request.
2. Written unpublished documentation provided by the institutions. Available upon request.

INFORMATION ITEM: J-7

Summary of Post-Implementation Reports

Staff Presenter:

Mrs. Kristan White  
Academic Program Analyst

Staff Recommendation:

For information only.

Background:

Commission policy requires institutions to submit a post-implementation performance report for each approved program following its post-implementation monitoring period. All program approvals include post-implementation conditions around average annual new enrollments, average annual graduates, and program assessment. Certain program approvals include additional conditions related to specialized accreditation, licensure of graduates, further financial oversight, viability of existing programs, or other conditions unique to the proposed program.

The following reports have been received:

**Programs Meeting Post-Implementation Conditions**

**Two-Year Institutions**

- Ingram State Technical College, Certificate in Logistics and Supply Chain (CIP 52.0203)

**Four-Year Institutions**

- Auburn University, Master of Science in Cybersecurity Engineering in Cybersecurity Engineering (CIP 11.1003)
- Auburn University, Master of Engineering in General Engineering (CIP 14.0101)
- Auburn University, Bachelor of Computer Engineering in Computer Engineering (CIP 14.0901)
- Auburn University, Master of Engineering Management in Engineering Management (CIP 15.1501)
- Auburn University, Bachelor of Arts in Law and Justice (CIP 22.0000)
- Auburn University, Bachelor of Science in Neuroscience (CIP 26.1501)
- Auburn University, Master of Social Work in Social Work (CIP 44.0701)
- Auburn University, Master of Science in Nursing in Nursing (CIP 51.3801)

- Auburn University, Doctor of Nursing Practice in Nursing Practice (CIP 51.3818)
- Troy University, Bachelor of Science in Occupational Education (CIP 13.1319)
- Troy University, Bachelor of Science in Interdisciplinary Studies (CIP 30.9999)
- University of Alabama, Master of Arts in Instructional Technology (CIP 13.0501)
- University of Alabama, Master of Science in Consumer Sciences (CIP 19.0401)
- University of Alabama, Master of Science in Human Nutrition (CIP 19.0504)
- University of Alabama, Bachelor of Fine Arts in Theatre (CIP 50.0501)
- University of Alabama, Master of Public Health in Health Education and Promotion (CIP 51.2201)
- University of Alabama, Master of Science in Rural Community Health (CIP 51.2208)
- University of Alabama, Master of Science in Population Health Sciences (CIP 51.2299)
- University of Alabama at Birmingham, Doctor of Occupational Therapy in Occupational Therapy (CIP 51.2306)
- University of Alabama in Huntsville, Bachelor of Science in Cybersecurity Engineering (CIP 14.0999)
- University of Alabama in Huntsville, Master of Science in Applied Behavior Analysis (CIP 42.2814)
- University of North Alabama, Bachelor of Science in Information Technology (CIP 11.0103)
- University of North Alabama, Master of Arts in Education in Early Childhood Education (CIP 13.1210)
- University of North Alabama, Master of Science in Mathematics (CIP 27.0101)
- University of North Alabama, Master of Accountancy in Accountancy (CIP 52.0301)
- University of West Alabama, Master of Arts in Integrated Marketing Communications (CIP 09.0199)

- University of West Alabama, Master of Education in Learning, Design, and Technology (CIP 13.0501)
- University of West Alabama, Doctor of Education in Rural Education (CIP 13.9999)

**Programs Not Meeting Post-Implementation Conditions**

- None

Supporting Documentation:

1. "Operational Policy on the Approval of New Programs of Instruction and Requirements for Post-Implementation Monitoring," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.04. Available upon request.
2. Unpublished post-implementation reports submitted by the institutions. Available upon request.
3. Summary of Reports on Post-Implementation Conditions, attached.

**Summary of Reports on Programs that Met Post-Implementation Conditions**

**Ingram State Technical College  
 Certificate in Logistics and Supply Chain (CIP 52.0203)  
 MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 8, 2017

Proposed Implementation Date: Spring 2018

Actual Implementation Date: Spring 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 15, based on the proposal (dates modified).
2. That the annual average number of graduates for the period 2019-20 through 2022-23 (four-year average) will be at least 35, based on the proposal (dates modified).
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

CER in Logistics and Supply Chain (CIP 52.0203)	Average New Enrollment Headcount 2019-20 through 2022-23	Average Number of Graduates 2019-20 through 2021-22	Percentage of Graduates Employed in the Field
Required	15	35 (reduced to minimum viability of 7.5)	75%
Reported	60	11.7	42%
	Met	Met	Not Met

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.

Condition 4: Assessment condition met.



**Auburn University**  
**Master of Science in Cybersecurity Engineering in Cybersecurity Engineering (CIP 11.1003)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: March 9, 2018

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 10, based on the proposal (dates modified).
2. That the annual average number of graduates for the period 2018-19 through 2022-23 (five-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral 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.

MSCE in Cybersecurity Engineering (CIP 11.1003)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2018-19 through 2022-23	Percentage of Graduates Employed in the Field
Required	10	8 (reduced to minimum viability of 3.75)	75%
Reported	10.4	7	100%
	Met	Met	Met

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.

**Auburn University**  
**Master of Engineering in General Engineering (CIP 14.0101)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: March 9, 2018

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Summer 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 13, based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2022-23 (two-year average) will be at least 7, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral 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.

MEng in General Engineering (CIP 14.0101)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2021-22 through 2022-23	Percentage of Graduates Employed in the Field
Required	13 (reduced to 25% above viability = 4.7)	7	75%
Reported	8.2	7.5	89%
	Met	Met	Met

Condition 1: The condition for new enrollments was met when reduced to the new requirement of 25% higher than the minimum viability for the master's degree level (4.7 new enrollments = 25% above 3.75 graduates).

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.

**Auburn University**  
**Bachelor of Computer Engineering in Computer Engineering (CIP 14.0901)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: March 9, 2018

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 30, based on the proposal.
2. That the annual average number of graduates for the period 2018-19 through 2022-23 (five-year average) will be at least 27, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

BCE in Computer Engineering (CIP 14.0901)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2018-19 through 2022-23	Percentage of Graduates Employed in the Field
Required	30	27	75%
Reported	54.4	30.6	93%
	Exceeded	Exceeded	Met

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.

**Auburn University**  
**Master of Engineering Management in Engineering Management (CIP 15.1501)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: September 8, 2017

Proposed Implementation Date: Spring 2018

Actual Implementation Date: Spring 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 39, based on the proposal (dates modified).
2. That the annual average number of graduates for the period 2020-21 through 2022-23 (three-year average) will be at least 39, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MEM in Engineering Management (CIP 15.1501)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2020-21 through 2022-23	Percentage of Graduates Employed in the Field
Required	39	39 (reduced to minimum viability of 3.75)	75%
Reported	39.8	33	89%
	Met	Met	Met

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.

**Auburn University**  
**Bachelor of Arts in Law and Justice (CIP 22.0000)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: March 9, 2018

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 20, based on the proposal.
2. That the annual average number of graduates for the period 2019-20 through 2022-23 (four-year average) will be at least 15, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

BA in Law and Justice (CIP 22.0000)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	20	15	75%
Reported	102	24	87%
	Exceeded	Met	Met

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.

**Auburn University**  
**Bachelor of Science in Neuroscience (CIP 26.1501)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: March 9, 2018

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Summer 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 20, based on the proposal.
2. That the annual average number of graduates for the period 2019-20 through 2022-23 (four-year average) will be at least 18, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

BS in Neuroscience (CIP 26.1501)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	20	18	75%
Reported	24.6	19	74%
	Met	Met	Not Met

Condition 1: Enrollment condition met.

Condition 2: Graduate condition met.

Condition 3: Employment or continuing education condition was just under the 75% threshold, though this condition is now for information only.

Condition 4: Assessment condition met.

**Auburn University**  
**Master of Social Work in Social Work (CIP 44.0701)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: September 9, 2016

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 18, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2022-23 (three-year average) will be at least 20, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MSW in Social Work (CIP 44.0701)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2020-21 through 2022-23	Percentage of Graduates Employed in the Field
Required	18	20	75%
Reported	21	21	94%
	Met	Met	Met

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.

**Auburn University**  
**Master of Science in Nursing in Nursing (CIP 51.3801)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: September 8, 2017

Proposed Implementation Date: Summer 2018

Actual Implementation Date: Summer 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 17, based on the proposal (dates modified).
2. That the annual average number of graduates for the period 2019-20 through 2022-23 (four-year average) will be at least 14, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MSN in Nursing (CIP 51.3801)	Average New Enrollment Headcount 2018-19 through 2021-22	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	17	14	75%
Reported	79	55.75	100%
	Exceeded	Exceeded	Met

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.



**Auburn University**  
**Doctor of Nursing Practice in Nursing Practice (CIP 51.3818)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 8, 2017

Proposed Implementation Date: Summer 2018

Actual Implementation Date: Summer 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 8, based on the proposal.
2. That the annual average number of graduates for the period 2019-20 through 2022-23 (four-year average) will be at least 7, based on the proposal (dates modified).
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

DNP in Nursing Practice (CIP 51.3818)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2021-22	Percentage of Graduates Employed in the Field
Required	8 (reduced to 25% above viability = 2.8)	7 (reduced to minimum viability of 2.25)	75%
Reported	7	5.7	100%
	Met	Met	Met

Condition 1: The condition for new enrollments was met when reduced to the new requirement of 25% higher than the minimum viability for the doctoral degree level (2.8 new enrollments = 25% above 2.25 graduates).

Condition 2: The condition for graduates was met when reduced to the minimum viability for the doctoral degree level (2.25 graduates annually).

Condition 3: Employment or continuing education condition was met, though this condition is now for information only.

Condition 4: Assessment condition met.

**Troy University**  
**Bachelor of Science in Occupational Education (CIP 13.1319)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 8, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 15, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2022-23 (three-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral 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.

BS in Occupational Education (CIP 13.1319)	Average New Enrollment Headcount 2018-19 through 2021-22	Average Number of Graduates 2020-21 through 2022-23	Percentage of Graduates Employed in the Field
Required	15 (reduced to 25% above viability = 9.4)	8 (reduced to minimum viability of 7.5)	75%
Reported	12.8	7.66	100%
	Met	Met	Met

Condition 1: The condition for new enrollments was met when reduced to the new requirement of 25% higher than the minimum viability for the baccalaureate degree level (9.4 new enrollments = 25% above 7.5 graduates).

Condition 2: The condition for graduates was met when reduced to the minimum viability for the baccalaureate degree level (7.5 graduates annually).

Condition 3: Employment or continuing education condition was met, though this condition is now for information only.

Condition 4: Assessment condition met.

**Troy University**  
**Bachelor of Science in Interdisciplinary Studies (CIP 30.9999)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 8, 2017

Proposed Implementation Date: Spring 2018

Actual Implementation Date: Spring 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 15, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2022-23 (three-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral 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.

BS in Interdisciplinary Studies (CIP 30.9999)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2020-21 through 2022-23	Percentage of Graduates Employed in the Field
Required	15	8	75%
Reported	159.4	120.7	94%
	Exceeded	Exceeded	Met

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 Alabama**  
**Master of Arts in Instructional Technology (CIP 13.0501)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: June 9, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 8, based on the proposal.
2. That the annual average number of graduates for the period 2019-20 through 2022-23 (four-year average) will be at least 6, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MA in Instructional Technology (CIP 13.0501)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	8	6	75%
Reported	24.8	14.75	93%
	Met	Met	Met

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 Alabama**  
**Master of Science in Consumer Sciences (CIP 19.0401)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: June 9, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 10, based on the proposal.
2. That the annual average number of graduates for the period 2018-19 through 2022-23 (five-year average) will be at least 12, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MS in Consumer Sciences (CIP 19.0401)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2018-19 through 2022-23	Percentage of Graduates Employed in the Field
Required	10	12	75%
Reported	33.4	21	75%
	Met	Met	Met

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 Alabama**  
**Master of Science in Human Nutrition (CIP 19.0504)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: June 9, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 77, based on the proposal.
2. That the annual average number of graduates for the period 2018-19 through 2022-23 (five-year average) will be at least 64, based on the proposal (dates modified).
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MS in Human Nutrition (CIP 19.0504)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	77	64	75%
Reported	97.2	69	93%
	Met	Met	Met

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 Alabama**  
**Bachelor of Fine Arts in Theatre (CIP 50.0501)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: September 8, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 14, based on the proposal.
2. That the annual average number of graduates for the period 2019-20 through 2022-23 (four-year average) will be at least 11, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral 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.

BFA in Theatre (CIP 50.0501)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	14	11 (reduced to minimum viability of 7.5)	75%
Reported	16.4	7.5	Unknown
	Met	Met	Not Met

Condition 1: Enrollment condition met.

Condition 2: The condition for graduates was met when reduced to the minimum viability for the baccalaureate degree level (7.5 graduates annually).

Condition 3: Employment or continuing education condition was not met, though this condition is now for information only.

Condition 4: Assessment condition met.

**University of Alabama**  
**Master of Public Health in Health Education and Promotion (CIP 51.2201)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: June 9, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 13, based on the proposal.
2. That the annual average number of graduates for the period 2018-19 through 2022-23 (five-year average) will be at least 12, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MPH in Health Education and Promotion (CIP 51.2201)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	13	12	75%
Reported	17.8	23.6	82%
	Met	Met	Met

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 Alabama**  
**Master of Science in Rural Community Health (CIP 51.2208)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: June 9, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 16, based on the proposal.
2. That the annual average number of graduates for the period 2018-19 through 2022-23 (five-year average) will be at least 15, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MS in Rural Community Health (CIP 51.2208)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2018-19 through 2022-23	Percentage of Graduates Employed in the Field
Required	16 (reduced to 25% above viability = 4.7)	15 (reduced to minimum viability of 3.75)	75%
Reported	10.2	10.4	94%
	Met	Met	Met

Condition 1: The condition for new enrollments was met when reduced to the new requirement of 25% higher than the minimum viability for the master's-degree level (4.7 new enrollments = 25% above 3.75 graduates).

Condition 2: The condition for graduates was met when reduced to the minimum viability for the master's degree level (3.75 graduates annually).

Condition 3: Employment or continuing education condition was met, though this condition is now for information only.

Condition 4: Assessment condition met.

**University of Alabama**  
**Master of Science in Population Health Sciences (CIP 51.2299)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 8, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 7, based on the proposal.
2. That the annual average number of graduates for the period 2019-20 through 2022-23 (four-year average) will be at least 5, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MS in Population Health Sciences (CIP 51.2299)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	7	5	75%
Reported	14.2	8.5	82%
	Met	Met	Met

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 Alabama at Birmingham**  
**Doctor of Occupational Therapy in Occupational Therapy (CIP 51.2306)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: September 8, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 10, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2022-23 (three-year average) will be at least 7, based on the proposal (dates modified).
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

OTD in Occupational Therapy (CIP 51.2306)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2020-21 through 2021-22	Percentage of Graduates Employed in the Field
Required	10	7	75%
Reported	21.8	11.5	100%
	Met	Met	Met

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 Alabama in Huntsville**  
**Bachelor of Science in Cybersecurity Engineering (CIP 14.0999, previously 11.1003)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 8, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2019

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 25, based on the proposal (dates modified).
2. That the annual average number of graduates for the period 2020-21 through 2022-23 (three-year average) will be at least 8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral 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.

BS in Cybersecurity Engineering (CIP 14.0999)	Average New Enrollment Headcount 2019-20 through 2022-23	Average Number of Graduates 2020-21 through 2022-23	Percentage of Graduates Employed in the Field
Required	25	8	75%
Reported	42.25	15	85%
	Exceeded	Met	Met

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 Alabama in Huntsville**  
**Master of Science in Applied Behavior Analysis (CIP 42.2814)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: March 9, 2018

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2019

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018-19, will be at least 5, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2022-23 (three-year average) will be at least 4, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MS in Applied Behavior Analysis (CIP 42.2814)	Average New Enrollment Headcount 2019-20 through 2022-23	Average Number of Graduates 2020-21 through 2022-23	Percentage of Graduates Employed in the Field
Required	5	4	75%
Reported	9	9	100%
	Exceeded	Met	Met

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 North Alabama**  
**Bachelor of Science in Information Technology (CIP 11.0103)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 8, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 10, based on the proposal (dates modified).
2. That the annual average number of graduates for the period 2018-19 through 2022-23 (five-year average) will be at least 6.8, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

BS in Information Technology (CIP 11.0103)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2018-19 through 2022-23	Percentage of Graduates Employed in the Field
Required	10	6.8 (increased to minimum viability of 7.5)	75%
Reported	15.6	9.4	82%
	Met	Met	Met

Condition 1: Enrollment condition met.

Condition 2: The condition on average annual graduates was met, even after increasing to the new required minimum viability of 7.5 for the baccalaureate level.

Condition 3: Employment or continuing education condition was met, though this condition is now for information only.

Condition 4: Assessment condition met.

**University of North Alabama**  
**Master of Arts in Education in Early Childhood Education (CIP 13.1210)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: September 8, 2017

Proposed Implementation Date: Spring 2018

Actual Implementation Date: Spring 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 5, based on the proposal.
2. That the annual average number of graduates for the period 2019-20 through 2022-23 (four-year average) will be at least 4, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MAEd in Early Childhood Education (CIP 13.1210)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	5	4	75%
Reported	25.6	14.25	92%
	Exceeded	Exceeded	Met

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 North Alabama**  
**Master of Science in Mathematics (CIP 27.0101)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 8, 2017

Proposed Implementation Date: Spring 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 5, based on the proposal.
2. That the annual average number of graduates for the period 2019-20 through 2022-23 (four-year average) will be at least 3, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral 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.

MS in Mathematics (CIP 27.0101)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	5	3.75 (reduced to minimum viability of 3.75)	75%
Reported	38.2	5.75	100%
	Exceeded	Met	Met

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 North Alabama**  
**Master of Accountancy in Accountancy (CIP 52.0301)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: June 8, 2018

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 22, based on the proposal.
2. That the annual average number of graduates for the period 2020-21 through 2022-23 (three-year average) will be at least 21, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral 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.

MAcct in Accountancy (CIP 52.0301)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	22	21	75%
Reported	72.6	26.7	91%
	Met	Met	Met

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 West Alabama**  
**Master of Arts in Integrated Marketing Communications (CIP 09.0199)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: March 9, 2018

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Spring 2019

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 6, based on the proposal.
2. That the average number of graduates for the academic years 2019-20 through 2022-23 (four-year average) will be at least 6, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MA in Integrated Marketing Communications (CIP 09.0199)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates, 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	6	6	75%
Reported	29.2	24	85%
	Exceeded	Exceeded	Met

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 West Alabama**  
**Master of Education in Learning, Design, and Technology (CIP 13.0501)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 9, 2016

Proposed Implementation Date: Summer 2017

Actual Implementation Date: Spring 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2017, will be at least 10, based on the proposal (dates modified).
2. That the average number of graduates for the academic years 2017-18 through 2021-22 (five-year average) will be at least 9, based on the proposal (dates modified).
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral program.
4. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

MEd in Learning, Design, and Technology (CIP 13.0501)	Average New Enrollment Headcount 2018-19 through 2021-22	Average Number of Graduates, 2018-19 through 2021-22	Percentage of Graduates Employed in the Field
Required	10	9	75%
Reported	21.2	10.6	100%
	Met	Met	Met

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 West Alabama**  
**Doctor of Education in Rural Education (CIP 13.9999)**  
**MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: December 8, 2017

Proposed Implementation Date: Fall 2018

Actual Implementation Date: Fall 2018

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2018, will be at least 4, based on the proposal.
2. That the average number of graduates for the academic years 2020-21 through 2022-23 (three-year average) will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or entering a doctoral 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.

EdD in Rural Education (CIP 13.9999)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates, 2020-21 through 2022-23	Percentage of Graduates Employed in the Field
Required	4	10	75%
Reported	15.25	10.5	100%
	Met	Met	Met

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.

**Summary of Reports on Programs that Did Not Meet Post-Implementation Conditions**

None

INFORMATION ITEM: J-8

Trenholm State Community College, New Exempt Off-Campus Site: Baptist Health Resource Center

Staff Presenter:

Ms. Kristan White  
Academic Program Analyst

Staff Recommendation:

For information only.

Background:

Trenholm State Community College (TRE) plans to offer coursework at the following new off-campus site beginning Spring 2024:

Baptist Health Resource Center in Montgomery, AL

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

The proposed site is located in Montgomery County, which is within the recognized service area for TRE. The proposed site is exempt from Commission review because it is a two-year college site located within an approved service area.

Supporting Documentation:

1. Proposal for New Exempt Off-Campus Site at Baptist Health Resource Center in Montgomery, attached.
2. "Review of Off-Campus Instruction Offered by Public Postsecondary Institutions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.05. Available upon request.

**Attachment 1**



**Alabama Commission on Higher Education**

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

<b>Institution:</b>	TRE		
<b>Administrator Responsible for Site</b>			
<b>Name:</b>	Dr. Tracie Carter	<b>Title:</b>	Associate Dean
<b>Phone:</b>	334-420-4335	<b>Email:</b>	tcarter@trenholmstate.edu
<b>Contact Person at Site</b>			
<b>Name:</b>	Dr. Debra Lett	<b>Title:</b>	Director of Nur
<b>Phone:</b>	334-420-4335	<b>Email:</b>	dlett@trenholmstate.edu
<b>Location of Proposed Site</b>			
<b>Facility:</b>	Baptist Health Resource Center		
<b>Address:</b>	2001 E. South Blvd		
<b>City:</b>	Montgomery	<b>County:</b>	Montgomery
<b>When will you begin offering instruction begin at this site?</b>	05/01/2023		
<b>Type of Site:</b>	2-year college site located within SBE approved service area		
<b>Certification</b>			
I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.			
<b>Signature of President/Chancellor:</b>		<input type="text"/>	
<b>Date:</b>		<input type="text"/>	

<b>COURSE LIST</b>	
The institution will develop its schedule at this new site from the following list of courses.	
Course Number	Course Title
NUR 112	FUNDAMENTAL CONCEPTS OF NURSING
NUR 113	Nursing Concepts I
NUR 114	Nursing Concepts II
NUR 115	Evidence Based Clinical Reasoning