

Alabama Commission on Higher Education
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COMMISSION MEETING

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

March 8, 2024
10:00 a.m.

Public Zoom Option for Meeting:

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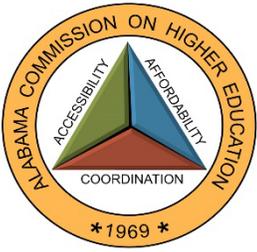
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AGENDA

ALABAMA COMMISSION ON HIGHER EDUCATION

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

March 8, 2024
10:00 AM

- I. **Call to Order / Prayer/ Pledge of Allegiance**
- II. **Roll Call of Members and Determination of Quorum**
- III. **Approval of Agenda**
- IV. **Consideration of Minutes of ACHE Finance Sub-Committee Meeting** 1
- V. **Consideration of Minutes of December 8, 2023**.....2
- VI. **Chairman’s Report**
Commissioner Miranda Bouldin
- VII. **Executive Director’s Report**
Dr. Jim Purcell
 - Legislative Updates
 - FAFSA Completion Portal Update
 - Artificial Intelligence in Alabama Higher Education Conference Update
- VIII. **Discussion Items**
 - Update on Student Horizon Database – Jim Hood
 - Update on UTeach STEM Teacher Recruitment – Lee Meadows
- IX. **Decision**
 - A. **Final Approval of Repeal and New Rule §300-2-1-.06 (Extensions and Alterations) within Administrative Procedures for Academic Program Review**9
Staff Presenter: Dr. Robin McGill
 - B. **Academic Programs**
 - 1. **Athens State University**
Bachelor of Fine Arts in Theatre (CIP 50.0501)24
Staff Presenter: Dr. Robin McGill
 - 2. **Auburn University**
Master of Science in Artificial Intelligence Engineering (CIP 11.0102)34
Staff Presenter: Dr. Robin McGill
 - 3. **University of West Alabama**
 - a. Bachelor of Science in Electrical Engineering Technology (CIP 15.0303).....41
Staff Presenter: Dr. Robin McGill
 - b. Bachelor of Science in Mechanical Engineering Technology (CIP 15.0805).....50
Staff Presenter: Dr. Robin McGill
 - c. Bachelor of Arts and Bachelor of Science in Creative Arts Enterprise (CIP 50.1001)59
Staff Presenter: Dr. Robin McGill

4. Lurleen B. Wallace Community College
 Associate of Applied Science in Welding (CIP 48.0508).....67
Staff Presenter: Ms. Kristan White

5. Northeast Alabama Community College
 Associate of Applied Science in Dental Hygienist (CIP 51.0602).....72
Staff Presenter: Ms. Kristan White

C. Information Items

1. Implementation of Non-Degree Programs at Senior Institutions78
Staff Presenter: Ms. Lakerri Gill

2. Implementation of New Short Certificate Programs (Less than 30 Semester Hours)81
Staff Presenter: Ms. Lakerri Gill

3. Changes to the Academic Program Inventory82
Staff Presenter: Ms. Lakerri Gill

4. Updates to Academic Units85
Staff Presenter: Ms. Lakerri Gill

5. Extensions/Alterations to Existing Programs of Instruction87
Staff Presenter: Ms. Lakerri Gill

6. Implementation of Distance Education Programs89
Staff Presenter: Ms. Lakerri Gill

7. New Exempt Off-Campus Site: University of Alabama in Huntsville, Mae Jemison High School90
Staff Presenter: Ms. Lakerri Gill

8. New Exempt Off-Campus Site: University of North Alabama, Limestone Correctional Facility92
Staff Presenter: Ms. Lakerri Gill

9. New Exempt Off-Campus Site: Wallace Community College – Selma, West Alabama Regional Training Center.....94
Staff Presenter: Ms. Lakerri Gill

10. Summary of Post-Implementation Reports97
Staff Presenter: Mrs. Kristan White

 a. Programs that Met Post-Implementation Conditions:

Two-Year Institutions

- Drake State Community and Technical College, Associate of Applied Science and Certificate in Culinary Arts (CIP 12.0503).....99
- Enterprise State Community College, Associate of Applied Science and Certificate in Medical Assistant Technology (CIP 51.0801)100

- Shelton State Community College, Associate of Applied Science in Welding Technology (CIP 48.0508) 101
- Trenholm State Community College, Associate of Applied Science and Certificate in Business Administration (CIP 52.0201) 102
- Wallace Community College – Selma, Associate of Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303) 103

Four-Year Institutions

- Auburn University, Doctor of Philosophy in Earth System Science (CIP 40.0699)..... 104
- Troy University, Bachelor of Science in Cyber Security (CIP 11.1003)..... 105
- Troy University, Master of Arts in Economics (CIP 52.0601) 106

b. Programs that Did Not Meet Post-Implementation Conditions:

Four-Year Institutions: Recommended for Closure..... 107

- Alabama A&M University, Bachelor of Science in Plant Biotechnology (CIP 26.1201)
- Auburn University at Montgomery, Master of Science in Geographic Information Systems (CIP 45.0702)
- Troy University, Bachelor of Science in Physics (CIP 40.0801)

D. Adjournment

ALABAMA COMMISSION ON HIGHER EDUCATION
MINUTES OF ACHE FINANCE SUB-COMMITTEE MEETING

December 8, 2023

I. Call to Order

The Alabama Commission on Higher Education Finance Sub-Committee met in regular session on Friday, December 8, 2023, in the ACHE Commissioner Conference Room 779, RSA Union Building, Montgomery, Alabama. Commissioner Nelson called the meeting to order at 9:01 a.m.

II. Roll Call of Members and Determination of Quorum

Commissioner Nelson called the roll and affirmed a quorum of members was present.

Sub-committee members present: Stan Nelson, Jody Singleton, and Rod Scott

Sub-committee member absent: Paul Kennedy

III. Approval of Agenda

RESOLVED: Commissioner Singleton moved to adopt the published agenda for the December 8, 2023 meeting. Commissioner Scott seconded. The agenda was approved.

IV. Finance Sub-Committee Budget Recommendations

Mrs. Veronica Harris presented the staff recommendation of the **Executive Budget Request for FY 2024-2025** to the Finance Sub-Committee with a recommendation for approval.

Dr. Jim Hood presented the staff recommendation of the **Consolidated Budget Recommendation for FY 2024-2025** to the Finance Sub-Committee with a recommendation for approval.

RESOLVED: Commissioner Nelson recommended that the **Executive Budget Request for FY 2024-2025** and the **Consolidated Budget Recommendation for FY 2024-2025** be approved. Commissioner Singleton moved to accept the recommendation for approval of the Executive Budget Request and the Consolidated Budget Recommendation. Commissioner Scott seconded. Motion carried.

V. The meeting adjourned at 9:32 a.m.

Miranda Bouldin, Chairman

Sworn to and subscribed before
me this the ____ day of _____
2024.

James E. Purcell, Executive Director

Notary Public

ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING

December 8, 2023

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, December 9, 2022, in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Bouldin called the meeting to order at 10:00 a.m., and Commissioner Price 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 a quorum of members was present.

Commission Members present: Miranda Bouldin, Amy Price, Charles Buntin, Stan Nelson, Larry Turner, Timothy Gyan, and Jody Singleton

Commission Members absent: Ann Sirmon, Paul Kennedy, and Rod Scott

III. Approval of Agenda

RESOLVED: Commissioner Turner moved to amend the published agenda, which included an additional information item for the December 8, 2023 meeting. Commissioner Price seconded. The move to amend the published agenda was approved.

RESOLVED: Commissioner Price moved to accept the agenda as amended for the December 8, 2023 meeting. Commissioner Gyan seconded. The amended agenda was approved.

IV. Consideration of Minutes of September 8, 2023.

RESOLVED: Commissioner Price moved for approval of the September 8, 2023 minutes. Commissioner Gyan seconded. Motion carried.

V. Chairman's Report

Commissioner Bouldin welcomed everyone present at the meeting. She also acknowledged community college and university presidents who were present at the meeting: Chris Cox, former president of Shelton State Community College and now Vice Chancellor of Instruction, Research, and Development for ACCS; President Annette Funderburk, J.F. Ingram State Technical College; and President Don Killingsworth, Jacksonville State University.

Commissioner Frost appointed the following Commissioners to the following committees; Academic Affairs - Commissioner Turner, Chair; Commissioner Gyan, Commissioner Buntin, and Commissioner Sirmon.

Financial Affairs - Commissioner Nelson, Chair; Commissioner Kennedy, Commissioner Scott, and Commissioner Singleton.

Executive Committee - Commissioner Frost, Chair; Commissioner Price, Vice-Chair; Commissioner Turner, and Commissioner Nelson.

VI. Executive Director's Report

Dr. Purcell reported on the following:

- Retirement Resolution for Mrs. Subrena Simpkins

Dr. Purcell presented Mrs. Subrena Simpkins a retirement resolution for her 36.5 years of service at the Commission.

RESOLVED: Commissioner Singleton moved for approval of the resolution. Commissioner Gyan seconded. The resolution was approved.

VII. Discussion Items

- J.F. Ingram State Technical College - President Annette Funderburk and Mr. Ramsey Bendolph

Mrs. Margaret Gunter introduced President Annette Funderburk of J.F. Ingram State Technical College, who presented an overview of her institution along with the programs the institution offers. President Funderburk introduced Mr. Ramsey Bendolph who was a former student who graduated from the institution after being incarcerated for 20 years.

Mr. Ramsey Bendolph shared a little history of his life and how he began his trade in barbering at J.F. Ingram State Technical College.

- ALEPSCoR Graduate Research Scholars Program Presenter - Mr. Cole Woods, University of Alabama (Mechanical Engineering)

Dr. Chris Lawson, Director of ALEPSCoR gave an overview of the ALEPSCoR program. He introduced Mr. Cole Woods, a current ALEPSCoR student.

Mr. Cole Woods gave a presentation on his research project entitled *Tensegrities for Manipulation and Assistance*. His project involves how tensegrity mechanisms synergistically combine tension elements (pre-stressed cables) with compression elements (rigid rods) to achieve structural integrity.

VIII. Decision Items

A. Annual Report: Alabama Commission on Higher Education 2022-2023

Mrs. Margaret Gunter presented the staff recommendation to the Commission with a recommendation for approval to accept.

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

B. Executive Budget Request for FY 2024-2025

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

C. Consolidated Budget Recommendation for FY 2024-2025

Dr. Jim Hood presented the staff recommendation to the Commission with a recommendation for approval.

Commissioner Stan Nelson briefly discussed the Finance Sub-Committee meeting held prior to the regular meeting, during which the sub-committee recommended approval of the Executive Budget Request and the Consolidated Budget Recommendation for FY 2024-2025.

RESOLVED: Commissioner Price moved to accept the recommendation for approval for the Executive Budget Request and the Consolidated Budget Recommendation. Commissioner Gyan seconded. Motion carried.

D. Report on Facilities Master Plan and Capital Projects Requests for FY 2024-2025-FY 2028-2029

Mr. Julian Rogers presented the staff recommendation to the Commission with a recommendation for approval.

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

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

Mrs. Artcola Pettway presented the staff recommendation to the Commission with a recommendation for final approval.

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

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

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

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

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

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

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

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

Commissioner Turner spoke on behalf of the Academic Affairs Committee, which met on November 28, 2023. He indicated that a quorum of members was present and voted to recommend the repeal and new rule to the Commission. He expressed his appreciation to Dr. McGill and the staff for all the work that is prepared and presented at the meetings.

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

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

I. Academic Programs

1. Alabama State University

a. Master of Science in Social Psychology and Human Rights (CIP 42.2813)

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 Gyan seconded. Motion carried.

b. Doctor of Occupational Therapy in Occupational Therapy (CIP 51.2306)

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

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

2. Auburn University

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

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 Singleton seconded. Motion carried.

3. Auburn University of Montgomery

Master of Science in Artificial Intelligence (CIP 30.7101)

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

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

4. Troy University

a. Bachelor of Science in Nutrition (CIP 30.1901)

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

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

b. Bachelor of Science in Sports Coaching (CIP 31.0501)

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

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

- c. Master of Arts in Arts Administration (CIP 50.1001)
Mrs. Kristan White presented the staff recommendation to the Commission with a recommendation for approval.

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

5. University of Alabama

Master of Science in Sport Management (CIP 31.0504)

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

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

6. University of Alabama at Birmingham

- a. Master of Construction Engineering Management in Construction Engineering Management (CIP 14.3301)

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 Gyan seconded. Motion carried.

- b. Doctor of Philosophy in Applied Developmental Psychology (CIP 42.2703)

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 Gyan seconded. Motion carried.

- c. Master of Science in Applied Developmental Psychology (CIP 42.2703)

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

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

- d. Doctor of Philosophy in Behavioral Neuroscience (CIP 42.2706)

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 Gyan seconded. Motion carried.

- e. Master of Science in Behavioral Neuroscience (CIP 42.2706)

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 Gyan seconded. Motion carried.

f. Doctor of Philosophy in Medical/Clinical Psychology (CIP 42.2810)

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 Gyan seconded. Motion carried.

g. Master of Science in Medical/Clinical Psychology (CIP 42.2810)

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 Gyan seconded. Motion carried.

h. Bachelor of Arts in Human Rights (CIP 45.9999)

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

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

7. University of West Alabama

Bachelor of Arts in Politics and Justice (CIP 45.1001)

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

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

J. Information Items

1. Implementation of Non-Degree Programs at Senior Institutions
2. Implementation of New Short Certificate Programs (Less than 30 Semester Hours)
3. Changes to the Academic Program Inventory
4. Update to Academic Units
5. Extensions/Alterations to Existing Programs of Instruction
6. Implementation of Distance Education Programs
7. Summary of Post-Implementation Reports
8. Trenholm State Community College, New Exempt Off-Campus Site: Baptist Health Resource Center

RESOLVED: Commissioner Price moved that the Commission accept Information Items 1 through 8. Commissioner Gyan seconded. Motion carried.

K. Adjournment

The meeting was adjourned at 12:08 p.m. The next meeting of the Commission is scheduled for March 8, 2024.

Miranda Bouldin, Chairman

Sworn to and subscribed before
me this the ____ day of _____
2024.

James E. Purcell, Executive Director

Notary Public

DECISION ITEM: A

Final 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 final 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, the existing rule §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. It 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 have been 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 includes a statement of purpose, Commission responsibility, and scope, along with relevant definitions.
3. Rule has been 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 has been 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 have been eliminated.

At its meeting on December 8, 2023, the Commission voted unanimously to give preliminary approval to the proposed repeal of the existing rule and adopt of the new rule for §300-2-1-.06. The proposed new rule was submitted to the Alabama Legislative Services Agency and published in the *Alabama Administrative Monthly*, Volume XLII, Issue No. 3, on December 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.

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-.06, attached.
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 Programs of Instruction.** **PROPOSED 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 program of instruction is a modification which does not change the essential character, integrity, or objectives of the program.

(5) Reasonable Extensions and Alterations of Existing Degree Programs. Reasonable extensions and alterations of existing degree programs may be considered 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 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 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 curriculum of the proposed extension/alteration is in common with the 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, or objectives are made, 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, provided that no changes are made in program requirements, content, 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 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.

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.

(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.

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

DECISION ITEM: B-1

Athens State University, Bachelor of Fine Arts in Theatre
(CIP 50.0501)

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

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

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 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 2030-31 (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 and assessment measures stated in the proposal, including also data on related employment and pursuit of graduate study.

Athens State University (ATSU) 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 build upon and replace the existing BA in Drama and Theatre Arts and therefore will require minimal new resources to deliver.
2. The program will be delivered at the Alabama Center for the Arts in Decatur, a state-of-the-art facility that offers approximately 45,000 square feet of performing arts space, in partnership with Calhoun Community College.
3. The proposal includes letters of support from the following partners: Dean of Fine Arts, Calhoun Community College; CEO, Fantasy Playhouse Children's Theatre and Academy; and President, Bank Street Players (Decatur).

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Athens State University revised proposal, dated January 2024. 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								
INSTITUTION: Athens State University								
PROGRAM: Bachelor of Fine Arts in Theatre (CIP 50.0501)								
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	\$9,049	\$9,049	\$9,049	\$9,049	\$9,049	\$9,049	\$9,049	\$63,343
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
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$2,000	\$2,000	\$6,000	\$2,500	\$2,500	\$2,500	\$17,500
TOTAL	\$9,049	\$11,049	\$11,049	\$15,049	\$11,549	\$11,549	\$11,549	\$80,843
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	\$82,152	\$82,152	\$129,096	\$179,952	\$234,720	\$269,928	\$297,312	\$1,275,312
TOTAL	\$82,152	\$82,152	\$129,096	\$179,952	\$234,720	\$269,928	\$297,312	\$1,275,312
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	7	11	16	22	26	29	18.5
PART-TIME HEADCOUNT	Year 1 - No data reporting required	7	11	14	16	17	18	13.8
TOTAL HEADCOUNT	Year 1 - No data reporting required	14	22	30	38	43	47	32.3
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	10	13	16	18	19	19	15.8
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	2	4	7	9	11	12	7.5

Attachment 2

Summary of Background Information

Bachelor of Fine Arts in Theatre
Athens State University

Instructional Role: The proposed program is within the instructional role recognized for the Athens State University (ATSU).

Program Description: The BFA in Theatre will provide intensive, hands-on training for students who desire careers as professional actors, theatre practitioners, and theatre teachers. Students in the program will complete a core curriculum that includes courses in acting, directing, stagecraft, theatre history, and dramatic literature. These courses provide a solid foundation in the fundamental aspects of theatre. The program will offer students numerous opportunities to participate in productions, including plays, musicals, and other performance projects. Four distinct concentrations will allow students to specialize in a particular area of interest: Performance, Musical Theatre, Production Design and Technology, and Theatre Education.

Student Learning Outcomes: Learning outcomes for the BFA in Theatre are for students to be able to:

1. Demonstrate fluency in the fundamental principles, theoretical concepts, and practical skills associated with the theatre.
2. Express themselves creatively and artistically through various theatrical forms, including acting, directing, design, or other specialized areas.
3. Exhibit professionalism necessary for the theatre industry, including punctuality, preparedness, ethical conduct, and the ability to work in a professional theatre environment.
4. Critically analyze theatrical works, including performances, scripts, and production designs.
5. Apply technical and production skills related to theatre, such as set design, costume design, lighting design, projections design, sound design, stage management, or other specialized areas.
6. Engage in reflective practices, evaluate their own work, seek constructive feedback, and identify areas for growth and improvement.
7. Discuss societal, cultural, and global concepts as they apply to and arise from the repertoire and literature of the theatre.

Administration: The program will be administered by the College of Arts and Sciences, Dr. C. David Ragsdale, Dean; and the Department of Fine and Performing Arts, Pamela Keller, MFA, Chair.

Peer Review: The Notification of Intent to Submit a Proposal (NISIP) and the program proposal were available for review by the College and University Chief Academic Officers (CUCAO). One response was received, with no major objections raised.

Public Review: The revised program proposal was posted on the Commission website from January 17, 2024 to February 5, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: The following Alabama institutions offer bachelor's degrees with the same CIP code 50.0501:

- Theatre Arts, BA - Alabama State University
- Theatre, BA/BFA - Auburn University
- Theatre, BA - Jacksonville State University
- Theatre, BA/BFA - University of Alabama

- Theatre, BA - University of Alabama Birmingham
- Theatre, BA - University of Alabama in Huntsville
- Theatre, BA/BS/BFA - University of Montevallo
- Cinematic Arts and Theatre, BFA – University of North Alabama
- Dramatic Arts, BA/BFA - University of South Alabama

Most of these programs are outside of ATSU's service area. In addition, the two programs closest to ATSU (UAH and UNA) do not offer theatre education or musical theatre concentrations.

Relationship to Existing Coursework: The proposed BFA in Theatre will replace the existing BA in Drama and Theatre Arts, which was created with a focus on more traditional dramatic literature, including Renaissance drama, poetry and poetics, mythology, and Shakespeare. The new program will offer a professional degree in theatre, more appropriate to the mission of the Alabama Center for the Arts (ACA) as a regional Center for the Arts, with concentrations in Performance, Production Design and Technology, Musical Theatre, and Theatre Education (with P-12 certification).

Collaboration: The BFA in Theatre will strengthen curricular alignment with the General Studies AS-Theatre program offered by Calhoun Community College, which is ATSU's top feeder institution. The program will be delivered at the Alabama Center for the Arts (ACA), a state-of-the-art facility that offers approximately 45,000 square feet of performance and training space. A new residence hall serving ACA will open in Summer 2024, contributing to the affordability and access to housing for students in the program.

Specialized Accreditation: In future, ATSU will seek accreditation with the National Association of Schools of Theatre (NAST), an organization of schools, conservatories, colleges, and universities with approximately 193 accredited institutional members. NAST shares administrative oversight with NASAD, NASM, and NASD (Art, Music, and Dance, respectively). The art and design unit at Athens State is currently undergoing an initial review for Associate Membership in the National Association of Schools of Art and Design. Once complete, the Theatre unit will likewise pursue Associate Membership with NAST.

Professional Certification: Students pursuing the concentration in Theatre Education will be eligible for initial Alabama educator certification so long as they are admitted to the College of Education Teacher Education Program, complete required coursework, and pass the appropriate Praxis II exams for their teaching field.

Admissions: Athens State University policy requires that degree-seeking undergraduate students earn a minimum of 36 transferrable semester hours prior to the term of admission from institutions accredited by an institutional accrediting agency recognized by the U.S. Department of Education.

Mode of Delivery: This program will be delivered in-person at the Alabama Center for the Arts in Decatur, Alabama. However, in the future, individual classes could be offered online, in a hybrid format, or on the ATSU main campus.

Curriculum: ATSU plans to develop 14 new courses to support the program core and four concentrations.

Program Completion Requirements:	
Credit hours in general education curriculum	62
Credit hours required in program core	22
Credit hours in concentration	19-31
Credit hours in free electives	9-18
Credit hours in required capstone	0-3
Total credit hours required for completion	124

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

- Secondary School Teachers (SOC 25-2030, included on the 2023 Statewide In-Demand Occupations List)
- Producers and Directors (SOC 27-2012)
- Musicians and Singers (SOC 27-2042)

According to Lightcast secondary labor market data, bachelor's degree program completions in drama and theatre show 14% growth between 2017 and 2021, and an estimated 750 annual job openings in Alabama compared to 133 annual completions.

Student Demand: A survey was administered to currently-enrolled students at Calhoun Community College with the following results: 72% of students indicated they were very or somewhat interested in pursuing a BFA at ATSU; 67% indicated they were very likely to pursue a bachelor's degree at ATSU; 88% indicate they would most likely transfer to ATSU between Fall 2024 and Summer 2026.

Resources:

Faculty:

Current Primary Faculty:

Full-time: 3

Part-time: 0

Support Faculty—

Full-time: 1

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 0

Part-time: 2

Support Faculty—

Full-time: 0

Part-time: 0

One part-time adjunct instructor will be hired to teach one vocal course each semester. Candidates must have a master's degree in vocal music or vocal performance or equivalent qualifications. A second part-time adjunct instructor will be hired to teach one dance course each semester. Candidates must have a master's degree in dance or musical theatre or equivalent qualifications.

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 proposed BFA should not require the acquisition of additional databases and the library will continue to purchase new monographs within the current budget. As a member of the Network of Alabama Academic Libraries (NAAL) and OCLC, a global resource-sharing network, Kares Library facilitates access to materials from around the world via interlibrary loan services. Particularly within NAAL, items are often procured swiftly, with periodical articles commonly arriving electronically on the same day as the request. Monographs are delivered to NAAL member libraries via UPS courier service.

Other: ATSU projects that accreditation expenses will total \$17,500 over the first seven years.

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, March 8, 2024

Program Budget: The proposal projected that \$80,843 in new funds will be required to support the proposed program over the first seven years. A total of \$1,275,312 will be available through tuition.

Attachment 3

Athens State University
 Bachelor of Fine Arts in Theatre

Course Number and Title	Number of Credit Hours	* If New Course
General Education Core (<i>transferred in</i>)	62	
Program Core Courses	22	
EH 312 Dramatic Literature	3	
TH 313 Modern American Drama	3	
TH 319 Technical Theatre	3	
TH 333 Acting: Fundamentals of Technique	3	
TH 330 Script Analysis	3	*
TH 400 Business of Show Business	3	*
UNV 300 Pathways to Success	3	
UNV 400 Career Seminar	1	

:

Theatre Education Concentration	40	
ED 301 Introduction to Teaching	1	
ED 302 Foundations of Education	3	
ED 305 Technology and Media in Education	3	
ED 322 Principles of ELL Education	3	
ED 3xx Assessment Strategies for the P-12 Theatre Classroom	3	*
ED 3xx Classroom Management in Theatre Education	3	*
SE 301 Survey of Exceptional Learners	3	
TH 455 Theatre for Young Audiences: Materials and Methods in P-5	3	*
TH 457 Materials and Methods in Theatre Education 6-12	3	*
TH 451 Internship in Theatre P-12	6	* WBL
Free Electives	9	
Research/ Thesis	0	
Total Credit Hours Required for BFA with Theatre Education Concentration	124	

Musical Theatre Concentration	40	
MU 315 Private Vocal I	2	
MU 316 Private Vocal II	2	
Two of the following Dance courses: TH 350 Jazz, TH 351 Modern, TH 352 Ballet, TH 353 Tap Techniques	6	
TH 468 Musical Theatre Performance	3	
TH 461 Practicum in Performance I	3	*
TH 462 Practicum in Performance II	3	*
TH 470 Musical Theatre Showcase (must be taken in final term)	3	
Free Electives	18	
Total Credit Hours Required for BFA with Musical Theatre Concentration	124	

Performance Concentration	40	
TH 433 Directing	3	
TH 335 Acting: Movement and Stage Combat	3	
TH 337 Acting for the Camera	3	
TH 338 Acting: Voice Over Technique	3	
TH 461 Practicum in Performance I	3	*
TH 462 Practicum in Performance II	3	*
TH 448 Professional Portfolio	1	
Free Electives	18	
TH 469 Theatre Senior Thesis (must be taken in final term)	3	
Total Credit Hours Required for BFA with Musical Theatre Concentration	124	

Production Design and Technology Concentration	40	
<i>Choose two of the following design courses:</i>	6	
TH 323 Scenic Design	3	*
TH 324 Lighting and Projections Design	3	*
TH 326 Costume Design	3	
TH 328 Props Design	3	
<i>Choose one 300-level Technology course:</i>	3	
TH 322 Scenic Art	3	
TH 336 Stage Management	3	
TH 321 Puppetry	3	
<i>Choose one 400-level Technology course:</i>	3	
TH 441 Graphics for Production Design	3	*

TH 440 Advanced Stage Technology	3	
TH 442 Hand Rendering for the Stage	3	*
TH 461 Practicum in Production I	3	*
TH 462 Practicum in Production II	3	*
TH 448 Professional Portfolio	1	*
Free Electives	18	
TH 469 Theatre Senior Thesis (must be taken in final term)	3	
Total Credit Hours Required for BFA with Musical Theatre Concentration	124	

DECISION ITEM: B-2

Auburn University, Master of Science in Artificial Intelligence Engineering (CIP 11.0102)

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 Engineering.

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 2030-2031 (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 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. Over the past few years, jobs in artificial intelligence and machine learning have jumped by almost 75%, and the proposed program will help fill the need for artificial intelligence experts.
2. The proposed program will take advantage of substantial strengths that already exist in Auburn's College of Engineering, Department of Computer Science and Software Engineering and will require no new resources to implement.

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 November 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								
INSTITUTION: Auburn University								
PROGRAM: MS in Artificial Intelligence Engineering (CIP 11.0102)								
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
TOTAL	\$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	\$32,076	\$32,076	\$42,768	\$53,460	\$64,152	\$74,844	\$85,536	\$384,912
TOTAL	\$32,076	\$32,076	\$42,768	\$53,460	\$64,152	\$74,844	\$85,536	\$384,912
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	6	8	10	12	14	16	11
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	6	8	10	12	14	16	11
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	4	4	6	6	8	8	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	2	4	4	6	6	8	5

Attachment 2

Summary of Background Information

Auburn University
Master of Science in Artificial Intelligence Engineering

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

Program Description: The MS in Artificial Intelligence Engineering is designed to train professionals in the skills required to engineer (design, develop, analyze, and implement) high-quality systems for solving the complex, real-world artificial intelligence (AI) and machine learning problems that exist today. Students will gain vital skills and knowledge to develop successful careers in business, defense, education, government, and health care. The program will be open to any student with a baccalaureate degree from an institution of recognized standing, either in computer science, software engineering or another STEM discipline, or with relevant professional experience that provides necessary background knowledge of programming, computing, and mathematics.

Student Learning Outcomes: Learning outcomes of the MS in Artificial Intelligence Engineering include the following:

1. Develop algorithms and methodologies in order to engineer artificial intelligence and machine learning systems and technologies.
2. Incorporate software engineering principles to analyze, design, and implement artificial intelligence and machine learning software.
3. Apply artificial intelligence and machine learning techniques to solve complex engineering problems and problems of societal importance.
4. Deliver written and oral presentations to non-technical and technical audiences.

Administration: The program will be administered by the Ginn College of Engineering, Dr. Mario Eden, Dean; and the Department of Computer Science and Software Engineering, Dr. N. Narayanan, Chair.

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were available for review by the Alabama Council of Graduate Deans (ACGD). One response was received, which expressed concern about the curriculum's similarity to standard master's-level offerings in computer science. This concern has been addressed in the section below on "Relationship to Existing Coursework."

Public Review: The revised program proposal was posted on the Commission website from January 17, 2024 to February 5, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: The proposed program would be the first master's degree at CIP 11.0102 (Artificial Intelligence). The following institutions offer related graduate programs in data science and analytics:

- Auburn University at Montgomery, MS in Artificial Intelligence (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)

The following institutions offer related graduate programs in computer science:

- Alabama A&M University, MS in Computer Science (CIP 11.0101)
- Athens State University, MS in Computer Science (CIP 11.0101)

- Auburn University at Montgomery, MS in Computer Science (CIP 11.0701)
- Jacksonville State University, MS in Computer Science (CIP 11.0101)
- University of Alabama, MSCS in Computer Science (CIP 11.0101)
- University of Alabama at Birmingham, MS in Computer Science (CIP 11.0101)
- University of Alabama in Huntsville, MS in Computer Science (CIP 11.0701); MSSE in Software Engineering (CIP 14.0901)
- University of South Alabama, MS in Computer Science (CIP 11.0701)

Relationship to Existing Coursework: Auburn’s Department of Computer Science and Software Engineering currently offers the following related master’s programs:

- MS in Computer Science and Software Engineering (CIP 14.0901)
- MS in Data Science and Engineering (CIP 11.0802)
- MS in Cybersecurity Engineering (CIP 11.1003)

In comparison with these existing offerings, the proposed MS in Artificial Intelligence includes three core courses more narrowly focused on content related to AI and machine learning. AU’s proposal notes that the remaining credit hours will be fulfilled by a department-approved list of technical electives related to AI and its subareas, such as machine learning, computer vision, and natural language processing.

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

Admissions: The proposed MS is open to those with a baccalaureate degree from an institution of recognized standing, either in computer science, software engineering or another STEM discipline, or with relevant professional experience that provides necessary background knowledge of programming, computing, and mathematics.

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

Curriculum: Students will take three core courses (COMP 6130 Data Mining, 6600 Artificial Intelligence, 6630 Machine Learning) and seven technical electives from a department-prescribed list of advanced courses related to AI (and its subareas such as machine learning, computer vision, natural language processing, etc.) and Computer Science and Software Engineering. These electives may include 3 credit hours of directed studies (COMP 7930) and/or 3 credit hours of capstone engineering project (COMP 7980). AU does not plan to develop any new courses for this program.

Program Completion Requirements:

Credit hours required in program core	9
Credit hours required in support courses	0
Credit hours in required program electives	21
Credit hours required in required research	0

Total credit hours required for completion **30**

Students who have taken the 5000-level version of any 6000-level course cannot take the course in its 6000-level format. Those students must substitute other graduate courses as approved by the department. All courses required for the degree must be taken for a grade.

Industry Need: The proposed program will prepare graduates for employment in a number of occupations, including Software Developers and Software Quality Assurance Analysts and Testers (15-1256, included in the 2022-23 Statewide In-Demand List), Computer Systems Analysts (15-1211, included in the 2022-23 Statewide In-Demand List), and Computer Systems Engineers/Architects (15-1299). Over the past few years, AI and machine learning jobs have jumped by almost 75%. Ziprecruiter.com projects that the outlook for AI careers is excellent, and United States Bureau of Labor

Statistics predicts a 13% jump in computer-related occupations between 2016 and 2026. Many of these occupations fit in the AI job market.

Student Demand: There is widespread national demand from students for advanced technical training in AI. AU sees a similar demand in Alabama due to the significant demand for current AI course offerings. The three program core courses on Artificial Intelligence (COMP 6000), Machine Learning (COMP 6630), and Data mining (COMP 6130) had a combined undergraduate and graduate student enrollment of 297 during the 2022-23 academic year. Department administration and academic advisors have already received numerous enquiries from students about enrolling in the proposed program.

Resources:

Faculty:

Current Primary Faculty:

Full-time: 13

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

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: A member of the Association of Research Libraries, the AU library is fully staffed with library faculty and staff, including collections and librarians to support faculty research and educational programs to the doctoral level in fields of Engineering and Mathematics/Statistics, of which AI is a subfield. The combined collections of the AU libraries contain over 3.2 million volumes as well as 2.6 million government documents, 2.5 million microforms, and over 148,000 maps. The libraries receive over 35,000 current periodicals, many of which are available online. The library also provides access to over 227 electronic databases and has over 10 million archival and manuscript items. The library is equipped to fully support the proposed program. As an example, a search of the library catalog with keywords "Artificial Intelligence" returned 1,994,333 items.

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 \$384,912 through tuition and student fees.

Attachment 3

Auburn University
Master of Science in Artificial Intelligence Engineering

Course Number and Title	Number of Credit Hours	* If New Course
COMP 6600 Artificial Intelligence	3	
COMP 6630 Machine Learning	3	
COMP 6130 Data Mining	3	
Technical Electives: 21 graded credits from department-prescribed technical electives related to AI and its subareas and Computer Science/ Software Engineering	21	
Total Credit Hours Required for MS	30	

DECISION ITEM: B-3a

University of West Alabama, Bachelor of Science in Electrical Engineering Technology (CIP 15.0303)

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Bachelor of Science (BS) in Electrical Engineering Technology.

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 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 2030-31 (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 the program will achieve, or make substantial progress toward, accreditation through the Accreditation Board of Engineering and Technology (ABET).
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives stated in the proposal, including data on graduates' 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 BS in Electrical Engineering Technology will provide a more specialized curriculum than current BS in Engineering Technology (CIP 15.0000) in response to industry need.
2. The proposed program will utilize existing faculty and resources within UWA's Division of Engineering and Technology to reduce start-up costs.
3. The proposal is accompanied by fourteen letters of support from UWA's Industrial Advisory Board members, who represent potential employers.

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 December 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

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION: University of West Alabama								
PROGRAM: Bachelor of Science in Electrical Engineering Technology (CIP 15.0303)								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
FACULTY	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$525,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$20,000	\$0	\$100,000	\$0	\$0	\$0	\$120,000
FACILITIES	\$0	\$2,500	\$2,500	\$3,000	\$0	\$0	\$0	\$8,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$2,400	\$0	\$0	\$0	\$0	\$0	\$2,400
TOTAL	\$75,000	\$99,900	\$77,500	\$178,000	\$75,000	\$75,000	\$75,000	\$655,400
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$26,250	\$2,400	\$0	\$0	\$0	\$0	\$0	\$28,650
EXTRAMURAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION	\$48,750	\$97,500	\$146,250	\$185,250	\$204,750	\$224,250	\$243,750	\$1,150,500
TOTAL	\$75,000	\$99,900	\$146,250	\$185,250	\$204,750	\$224,250	\$243,750	\$1,179,150
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	10	15	19	21	23	25	18.8
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	10	15	19	21	23	25	18.8
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	8	9	10	11	12	13	10.5
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	3	5	8	9	10	10	7.5

Attachment 2

Summary of Background Information

Bachelor of Science in Electrical Engineering Technology
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 Division of Engineering and Technology, the proposed BS in Electrical Engineering Technology is designed to provide graduates with a modern, innovative, and performance-based education to solve problems in current and emerging engineering technologies topics. The degree will prepare a diverse student population with a background in electrical engineering technology by combining hands-on laboratory training with mathematics, science, and general education. Graduates will be prepared for employment in fields such as engineering, construction, manufacturing and operations, and maintenance.

Student Learning Outcomes: Learning outcomes of the BS in Electrical Engineering Technology include the following abilities:

1. Apply knowledge, techniques, skills and modern tools of mathematics, science, engineering, and technology to solve broadly-defined engineering problems appropriate to the discipline.
2. Design systems, components, or processes meeting specified needs for broadly-defined engineering problems appropriate to the discipline.
3. Apply written, oral, and graphical communication in broadly-defined technical and non-technical environments; and identify and use appropriate technical literature.
4. Conduct standard tests, measurements, and experiments, and analyze and interpret the results to improve processes.
5. Function effectively as a member as well as a leader on technical teams.

Administration: The program will be administered by the Division of Engineering and Technology, Dr. Donnie Cobb, Chair.

Peer Review: The program proposal was available for review by the College and University Chief Academic Officers (CUCAO). One response was received, with no major objections raised.

Public Review: The program was posted on the Commission website from January 17, 2024 to February 5, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: The following community colleges offer associate-level degrees and certificates in Electrical Engineering Technology at the same CIP 15.0303: Bishop State Community College; Calhoun Community College; Drake State Community and Technical College; and Gadsden State Community College. At the baccalaureate level, Troy University offers a BS in Electronics Engineering Technology (CIP 15.0399), and the University of North Alabama offers an Electro-Mechanical Engineering Technology concentration in its BS in Engineering Technology (CIP 15.0000).

Relationship to Existing Coursework: The proposed degree will be related to the existing BA/BS in Engineering Technology (CIP 15.0000), but more specialized for Electrical Engineering Technology (EET) per industry request. The Engineering Technology degree includes courses in electrical and mechanical engineering technology, but several companies, including Mercedes-Benz, do not recognize UWA's BS in Engineering Technology as meeting the requirements for engineering positions. UWA's Industrial Advisory Board has requested that the University develop a more specialized EET degree to better

prepare graduates for electrical engineering technology jobs. The proposed BS in EET will offer applied training that the existing program does not.

Collaboration: UWA has no plans to explore program collaboration with other institutions at this time. This program will collaborate with the math and science departments for ABET requirements for Calculus and Physics.

Program Accreditation: UWA will apply for accreditation with the Engineering Technology Accrediting Commission (ETAC) of the Accrediting Board of Engineering and Technology (ABET). The program will be eligible once a student(s) has graduated from the program.

Admissions: There are no special admission requirements for the BS in Electrical Engineering Technology other than the standard UWA admissions requirements and successful completion of prerequisite coursework.

Mode of Delivery: The program will be delivered 100% in-person with an additional online option for some courses.

Curriculum: UWA will create five new courses for this program.

Credit hours required in general education	45
Credit hours required in program courses	66
Credit hours required in program electives/concentrations	6
Credit hours in free electives	6-8
Credit hours in required research/thesis	0
Total credit hours required for completion	123-125

The proposed degree will supply the necessary skill sets for students to secure entry level employment in the industry. Internships or co-ops are not required, but are highly recommended.

Work-Based Learning: The program will be heavily geared towards hands-on experience that will prepare students for a smooth transition into the workforce upon graduation. Students will participate in laboratory work, projects, and internships that provide real-world skills applicable to electrical engineering jobs.

Industry Need: The proposed program is designed to prepare graduates for employment in the following occupations, all of which are included on the 2022-2023 Statewide In-Demand Occupations List:

- Electrical and Electronics Engineering Technicians (SOC 17-3023)
- Electrical and Electronics Repairers, Commercial and Industrial (SOC 49-2094)
- Electrical, Electronic and Electromechanical Assemblers (SOC 51-2028)

The 2022-2023 Alabama Demand Occupations list projects the following average annual openings: Electrical & Electronics Engineering Technicians (215); Electrical and Electronics Repairers, Commercial and Industrial Equipment (95); Electrical, Electronic, & Electromechanical Assembler (460). UWA's Industrial Advisory Board (containing 14 companies and the Department of Labor) unanimously supports the development of the EET program, and many members submitted letters of support, representing the following companies:

- Alabama Power
- BF Goodrich Tire Manufacturing
- Cemex
- International Paper
- Lavender, Inc.

- Mercedes-Benz US International, Inc.
- Nucor Steel Tuscaloosa, Inc.
- Prystup Packaging Products, Inc.
- Two Rivers Lumber, LLC
- Volkert, Inc.
- The Westervelt Company
- WestRock
- United Rentals, Inc.

Student Demand: A survey of current students in the existing Engineering Technology program indicated that 30% of students were interested in the proposed EET degree. UWA alumni also indicated that the proposed new program will benefit students as it will be better suited to industry needs.

Resources:

Faculty:

Current Primary Faculty:

Full-time: 4

Part-time: 4

Support Faculty—

Full-time: 2

Part-time: 0

Additional Faculty to be hired:

Primary Faculty—

Full-time: 1

Part-time: 0

Support Faculty—

Full-time: 0

Part-time: 0

UWA plans to hire one additional full-time faculty member with a minimum of a master's degree in Electrical and/or Electrical and Computer Engineering Technology or related field; industrial experience is needed.

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

Equipment: Current equipment includes electrical trainers and software, PLC trainers with software, Process Controls trainers with software, electrical motor trainers with software and mechatronic trainers with software. Additional electrical and robotics equipment will be purchased in years two and four. The expected increase in enrollment will require additional Intelitek electrical training benches and the purchase of new robotics equipment. The program currently has three (3) two-sided Intelitek electrical training benches, but will need to purchase one additional training each year for the next three years, depending on enrollment increase. Faculty will write grants to help fund the purchase of equipment. All equipment will be shared between the two proposed programs, along with the existing Computer Engineering Technology (CET) students and current Engineering Technology (ET) students.

Facilities: UWA has estimated \$8,000 between the two programs for facility renovations to accommodate new students and equipment. The College recently updated one classroom to include 3 phase 240 Volt electrical outlets and others will be required as the program grows.

Library: The UWA library already has access to several journals and databases in the field including the following: Academic OneFile; EBSCO Open Access Journals; and WorldCat Dissertations. The electrical engineering library requirement is based around scholarly articles that provide reference outside of the classroom and required texts. The current offerings at UWA provide substantial resources to achieve understanding and provide the ability for students to write academic papers and complete the goals of the degree.

Other: UWA has projected \$2,400 will be required for initial accreditation through ABET.

Program Budget: The proposal projects that \$655,400 in new funds will be required to support the program over the first seven years. To support program start-up in Years 1 and 2, the program will require \$28,650 in internal reallocations and is expected to become self-sustaining by Year 3. The program is expected to generate \$1,150,500 through tuition over the first seven years.

Attachment 3

Bachelor of Science in Electrical Engineering Technology
 University of West Alabama

Course Number and Title	Number of Credit Hours	* If New Course
General Education Courses	45	
EH101 Written English I	3	
EH102 Written English II	3	
EH 2XX Literature sequence in American or British Literature	3	
EH 2XX Literature sequence in American or British Literature	3	
SH 150 Professional Speaking	3	
XX 100 Fine Art	3	
MH 121 Calculus I	4	
PH 201 College Physics I w/ Lab	4	
PH 202 College Physics II w/ Lab	4	
HY XXX American History or western Civilization	3	
XX 100 Social Science	3	
EC 201 Principles of Microeconomics	3	
EC 202 Principles of Macroeconomics	3	
CET 205 Microcomputer Applications	3	
Program Courses	66	
CET 285 Network Maintenance and Support	3	
CET 300 Programming I	3	
CET 305 Computerized Data Analytics	3	
EH 200 Technical Communications	3	
ET 101 Introduction to Engineering Technology	3	
ET 221 AC/DC Theory I	3	
ET 222 Solid State Electronics	3	
ET 230 Print Reading and CAD	3	
ET 271 Electrical Motor Controls	3	
ET 272 Electromechanical Controls	3	
ET 281 Programmable Logic Controls I	3	
ET 282 Programmable Logic Controls II	3	
ET 310 Energy Systems	3	*
ET 322 Fundamentals of Production Planning and Controls	3	
ET 334 CAD for Industry	3	
ET 360 Instrumentation, Precision /Equipment Controls	3	*
ET 383 Microprocessor/Microcontroller Programming	3	
ET 385 Robotics	3	*
ET 400 Project Management for Engineering and Technology	3	
ET 405 Control Systems	3	*
ET 410 Energy Systems	3	*
ET 491 Senior Project	3	

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, March 8, 2024

Electives	12-14	
Program Electives		
Advisor Approved 300-400 CET / ET Electives	3	
Advisor Approved 300-400 CET / ET Electives	3	
Free Electives	6-8	
Total Credit Hours for Degree	123-125	

DECISION ITEM: B-3b

University of West Alabama, Bachelor of Science in Mechanical Engineering Technology (CIP 15.0805)

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Bachelor of Science (BS) in Mechanical Engineering Technology.

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 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 2030-31 (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 the program will achieve, or make substantial progress toward, accreditation through the Accreditation Board of Engineering and Technology (ABET).
4. 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 BS in Mechanical Engineering Technology will provide a more specialized curriculum than current BS in Engineering Technology (CIP 15.0000) in response to industry need.
2. The proposed program will utilize existing faculty and resources within UWA's Division of Engineering and Technology to reduce start-up costs.
3. The proposal is accompanied by fourteen letters of support from UWA's Industrial Advisory Board members, who represent potential employers.

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 December 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

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION: University of West Alabama								
PROGRAM: Bachelor of Science in Mechanical Engineering Technology (CIP 15.0805)								
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	\$20,000	\$0	\$100,000	\$0	\$0	\$0	\$120,000
FACILITIES	\$0	\$2,500	\$2,500	\$3,000	\$0	\$0	\$0	\$8,000
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSISTANTSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER	\$0	\$2,400	\$0	\$0	\$0	\$0	\$0	\$2,400
TOTAL	\$0	\$24,900	\$2,500	\$103,000	\$0	\$0	\$0	\$130,400
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	\$48,750	\$97,500	\$146,250	\$185,250	\$204,750	\$224,250	\$243,750	\$1,150,500
TOTAL	\$48,750	\$97,500	\$146,250	\$185,250	\$204,750	\$224,250	\$243,750	\$1,150,500
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	10	15	19	21	23	25	18.8
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	10	15	19	21	23	25	18.8
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	8	9	10	11	12	13	10.5
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	3	5	8	9	10	10	7.5

Attachment 2

Summary of Background Information

Bachelor of Science in Mechanical Engineering Technology
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 Division of Engineering and Technology, the proposed BS in Mechanical Engineering Technology (MET) is designed to provide critical thinking skills and knowledge of engineering technologies in current and emerging engineering disciplines. The MET degree will provide students with a background in applied mechanical technology courses by combining hands-on laboratory training with mathematics, science, and general education. Successful graduates will seek employment in fields such as production, design, engineering, construction, and manufacturing and operations.

Student Learning Outcomes: Learning outcomes of the BS in Mechanical Engineering Technology include the following abilities:

1. Apply knowledge, techniques, skills and modern tools of mathematics, science, engineering, and technology to solve broadly-defined engineering problems appropriate to the discipline.
2. Design systems, components, or processes meeting specified needs for broadly-defined engineering problems appropriate to the discipline.
3. Apply written, oral, and graphical communication in broadly-defined technical and non-technical environments; and identify and use appropriate technical literature.
4. Conduct standard tests, measurements, and experiments, and analyze and interpret the results to improve processes.
5. Function effectively as a member as well as a leader on technical teams.

Administration: The program will be administered by the Division of Engineering and Technology, Dr. Donnie Cobb, 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). One response was received, with no major objections raised.

Public Review: The program was posted on the Commission website from January 17, 2024 to February 5, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: No other public institution in Alabama currently offers a standalone BS in Mechanical Engineering Technology, though the University of North Alabama offers an Electro-Mechanical Engineering Technology concentration in its BS in Engineering Technology (CIP 15.0000). Within the SREB region, the following institutions offer similar degrees at CIP 15.0805: Kennesaw State University, Oklahoma State University, and South Carolina State University.

Relationship to Existing Coursework: The proposed degree will be related to the existing BA/BS in Engineering Technology (ET), but more specialized for Mechanical Engineering Technology (MET) per industry request. The Engineering Technology degree includes courses in electrical and mechanical engineering technology, but several companies, including Mercedes-Benz, do not recognize UWA's BS in Engineering Technology as meeting the requirements for engineering positions. UWA's Industrial Advisory Board has requested that the University develop a more specialized MET degree to better

prepare graduates for mechanical engineering technology jobs. The proposed BS in MET will offer applied training that the existing program does not.

Collaboration: UWA has no plans to explore program collaboration with other institutions at this time. This program will collaborate with the math and science departments for ABET requirements for Calculus and Physics.

Accreditation: UWA will apply for accreditation with the Engineering Technology Accrediting Commission (ETAC) of the Accrediting Board of Engineering and Technology (ABET). The program will be eligible once a student(s) has graduated from the program.

Admissions: There are no special admission requirements for the BS in Mechanical Engineering Technology other than the standard UWA admissions requirements and successful completion of prerequisite coursework.

Mode of Delivery: The program will be delivered 100% in-person with an additional online option for some courses.

Curriculum: UWA will create two new courses for this program.

Credit hours required in general education	45
Credit hours required in program courses	66
Credit hours required in program electives/concentrations	6
Credit hours in free electives	6-8
Credit hours in required research/thesis	0
Total credit hours required for completion	123-125

The proposed degree will supply the necessary skill sets for students to secure entry level employment in the industry. Internships or co-ops are not required, but are highly recommended.

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

- Mechanical Engineering Technicians (SOC 17-3027, included on the 2023 Statewide In-Demand Occupations List)
- Mechanical Drafters (SOC 17-3013, included on the 2023 Regional In-Demand Occupations List for Regions 1 and 4)
- Electrical, Electronic and Electromechanical Assemblers (SOC 51-2028, included on the 2023 Statewide In-Demand Occupations List)

The 2022-2023 Alabama Demand Occupations list projects the following average annual openings:), Mechanical Engineering Technicians (90); Mechanical Drafters (50); and Electrical, Electronic, & Electromechanical Assemblers (460). UWA's Industrial Advisory Board (containing 14 companies and the Department of Labor) unanimously supports the development of the MET program, and many members submitted letters of support, representing the following companies:

- Alabama Power
- BF Goodrich Tire Manufacturing
- Cemex
- International Paper
- Lavender, Inc.
- Mercedes-Benz US International, Inc.
- Nucor Steel Tuscaloosa, Inc.

- Prystup Packaging Products, Inc.
- Two Rivers Lumber, LLC
- Volkert, Inc.
- The Westervelt Company
- WestRock
- United Rentals, Inc.

Student Demand: A survey of current students in the existing Engineering Technology program indicated that 35% of students were interested in the proposed MET degree. UWA alumni also indicated that the proposed new program will benefit students as it will be better suited to industry needs.

Resources:

Faculty:

Current Primary Faculty:

Full-time: 4

Part-time: 4

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: Current equipment includes mechanical trainers and software, 3D Printers, 2D and 3D CAD software. The expected increase in enrollment will require additional Static and Dynamic Testing Equipment to perform testing on materials for strength, elasticity, hardness, etc. Faculty will write grants to help fund the purchase of equipment. UWA estimates \$120,000 in equipment expenses between the proposed MET and EET programs. All equipment will be shared between the two proposed programs, along with the existing Computer Engineering Technology (CET) students and current Engineering Technology (ET) students.

Facilities: UWA has estimated \$8,000 between the two programs for facility renovations to accommodate new students and equipment. The College recently updated one classroom to include 3 phase 240 Volt electrical outlets and others will be required as the program grows.

Library: The UWA library already has access to several journals and databases in the field including the following: Academic OneFile; EBSCO Open Access Journals; and WorldCat Dissertations. The mechanical engineering library requirement is based around scholarly articles that provide reference outside of the classroom and required texts. The current offerings at UWA provide substantial resources to achieve understanding and provide the ability for students to write academic papers and complete the goals of the degree.

Other: UWA has projected \$2,400 will be required for initial accreditation through ABET.

Program Budget: The proposal projects that \$130,400 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 \$1,150,500 through tuition. Although the new program will not require external funding, faculty will continue to explore grants and other funding resources.

Attachment 3

Bachelor of Science in Mechanical Engineering Technology
 University of West Alabama

Course Number and Title	Number of Credit Hours	* If New Course
General Education Courses	45	
EH101 Written English I	3	
EH102 Written English II	3	
EH 2XX Literature sequence in American or British Literature	3	
EH 2XX Literature sequence in American or British Literature	3	
SH 150 Professional Speaking	3	
XX 100 Fine Art	3	
MH 121 Calculus I	4	
PH 201 College Physics I w/ Lab	4	
PH 202 College Physics II w/ Lab	4	
HY XXX American History or western Civilization	3	
XX 100 Social Science	3	
EC 201 Principles of Microeconomics	3	
EC 202 Principles of Macroeconomics	3	
CET 205 Microcomputer Applications	3	
Program Courses	66	
CET 285 Network Maintenance and Support	3	
CET 300 Programming I	3	
CET 305 Computerized Data Analytics	3	
EH 200 Technical Communications	3	
ET 101 Introduction to Engineering Technology	3	
ET 221 AC/DC Theory I	3	
ET 222 Solid State Electronics	3	
ET 230 Print Reading and CAD	3	
ET 240 Fluid Power	3	
ET 265 Fundamentals of Machining	3	*
ET 320 Applied Statics	3	
ET 322 Fundamentals of Production Planning and Controls	3	
ET 330 Applied Strength of Materials	3	
ET 334 CAD for Industry	3	
ET 335 Solid Modeling and 3D Printing	3	
ET 400 Project Management for Engineering and Technology	3	
ET 420 Applied Heat Transfer	3	
ET 440 Applied Dynamics	3	
ET 450 Applied Mechanics	3	*
ET 453 Statistical Quality Control	3	
ET 491 Senior Project	3	
WT 150 Fundamentals of Welding	3	
Electives	12-14	

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, March 8, 2024

Program Electives		
Advisor Approved 300-400 CET / ET Electives	3	
Advisor Approved 300-400 CET / ET Electives	3	
Free Electives	6-8	
Total Credit Hours for Degree	123-125	

DECISION ITEM: B-3c

University of West Alabama, Bachelor of Arts and Bachelor of Science in Creative Arts Enterprise (CIP 50.1001)

Staff Presenter:

Dr. Robin McGill
Deputy Director for Academic Affairs

Staff Recommendation:

That the Commission approve the proposed Bachelor of Arts and Bachelor of Science (BA/BS) in Creative Arts Enterprise.

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 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 2030-31 (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 program will consolidate existing degree offerings in Interdisciplinary Arts (CIP 30.0000) and Music (CIP 50.0901) and will not require any additional resources to implement.
2. The proposal includes letters of recommendation from the Alabama State Council on the Arts and Black Belt Treasures Cultural Arts Center.

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, with supplementary information, dated December 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								
INSTITUTION: University of West Alabama								
PROGRAM: BA/BS in Creative Arts Enterprise (CIP 50.1001)								
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	\$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
TOTAL	\$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	\$37,050	\$37,050	\$111,150	\$148,200	\$166,725	\$185,250	\$203,775	\$889,200
TOTAL	\$37,050	\$37,050	\$111,150	\$148,200	\$166,725	\$185,250	\$203,775	\$889,200
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	25	29	32	35	35	29
PART-TIME HEADCOUNT	Year 1 - No data reporting required	1	2	4	5	5	7	4
TOTAL HEADCOUNT	Year 1 - No data reporting required	19	27	33	37	40	42	33
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	20	15	12	12	12	12	13.8
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	6	8	9	10	11	8

Attachment 2

Summary of Background Information

Bachelor of Arts and Bachelor of Science in Creative Arts Enterprise
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 Communications and Creative Arts in the College of Liberal Arts, the proposed BA/BS in Creative Arts Enterprise will students to blend artistic skills with business acumen, emphasizing monetization of art, social media management, event planning, marketing, management, and grant writing, which aligns well with contemporary demands in the creative industry. The creative arts are an integral part of the quality of life in Alabama and the Black Belt Region served by UWA. A program that embraces the arts with a focus on community, for-profit, and nonprofit services will strengthen the communities in the region and state and will provide a sense of community among artists who seek a path for sustainable businesses in the arts.

Student Learning Outcomes: Learning outcomes of the BA/BS in Creative Arts Enterprise include the following abilities:

1. Demonstrate the ability to integrate hands-on artistic skills with professional business models through a department-approved event-management project.
2. Demonstrate the enhanced ability to articulate the value of the creative arts to meet professional, nonprofit, and community needs.
3. Develop advanced real-world work samples for a professional portfolio.
4. Evaluate the impact of the creative arts in nonprofit and philanthropic endeavors through the completion and reflection of a department-approved internship.
5. Conceptualize entrepreneurial opportunities within the creative arts industry, managing projects from concept to completion.

Administration: The program will be administered by the College of Liberal Arts, Dr. Amy Jones, Dean; and the Department of Communications and Creative Arts, Dr. J. Gregory Jones, Chair.

Peer Review: The program proposal was available for review by the College and University Chief Academic Officers (CUCAO). One response was received, which provided input for strengthening the program but raised no major objections.

Public Review: The program was posted on the Commission website from January 17, 2024 to February 5, 2024 (twenty days) for public review and comments. No comments were received.

Similar Programs: The following institutions offer related baccalaureate programs that include multiple creative disciplines:

- University of North Alabama, BA/BS in Entertainment Industry (CIP 50.1001)
- Troy University, BFA in Hybrid Arts (CIP 50.0701)

Relationship to Existing Coursework: The proposed program will replace the existing BA/BS in Interdisciplinary Arts (CIP 30.0000) and BA in Music (CIP 50.0901) programs and will be the only creative arts degree offered by the University. The program core includes coursework developed for the Nonprofit Leadership and Philanthropy minor, as well as coursework from the Integrated Marketing and

Communications major (CIP 09.0199). In addition, students will complete upper-division coursework from existing arts minors in music, art, theatre, creative writing, communications, and animation.

Collaboration: UWA has no plans to explore program collaboration with other institutions at this time.

Admissions: There are no special admission requirements for the proposed degree other than the standard UWA admissions requirements and successful completion of prerequisite coursework.

Mode of Delivery: The proposed program will be offered both on-campus and online due to student interest in both modalities.

Curriculum: The proposed program draws together coursework from existing majors and minors across creative disciplines, and therefore, it will not require the development of any new courses.

Credit hours required in program core	57
Credit hours required in general education	50
Credit hours required for support courses	0
Credit hours in required or free electives	13
Credit hours in required research	0
Total credit hours required for completion	120

Work-Based Learning: The Creative Arts Enterprise program will require students to complete an industry certification in Google Analytics, which is embedded within IMC490 Social Media Management course. The program will require an internship with an employer partner and will be completed for academic credit via the NLP 499 Internship in Nonprofit Leadership and Philanthropy course, which will be required of all students.

Industry Need: The proposed program is designed to prepare graduates for employment in some of the following occupations:

- Photographers (SOC 27-4021) and Music Directors and Composers (SOC 27-2041) (both included on the 2022-2023 Statewide In-Demand Occupations list); and Fine Artists, Painters, Sculptors, and Illustrators (SOC 27-1013).
- Social and Community Service Managers (SOC 11-9151), Sales Representatives (SOC 41-4012), Meeting, Convention, and Event Planners (SOC 13-1121), and Fundraisers (SOC 13-1131) (all included on the 2022-2023 Statewide In-Demand Occupations list).

Student Demand: UWA students project a broad interest in the arts, including annual participation in music performances (band and choir), theatre productions, electives in the creative arts (photography, music, drawing, painting, ceramics, creative writing, and theatre), and participation in campus-wide talent shows in the arts. The existing minors offered in music, art, theatre, creative writing, animation, and communications show strong enrollment and sufficient interest to combine all arts into one degree offering.

Resources:

Faculty:

Current Primary Faculty:

Full-time: 7

Part-time: 0

Support Faculty—

Full-time: 5

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 proposed program will use existing faculty from the academic areas of music, theatre, art, digital communications, nonprofit leadership and philanthropy, marketing, and management. UWA does not anticipate hiring additional faculty to support the proposed program at this time.

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 UWA library already contains numerous books, journals, and databases needed to support the proposed program. In FY 2023, the college allocated \$74,110 in funds to acquire additional resources for fine arts, music and theatre.

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 \$889,200 through tuition.

Attachment 3

Bachelor of Arts and Bachelor of Science in Creative Arts Enterprise
 University of West Alabama

Course Number and Title	Number of Credit Hours	* If New Course
General Education Courses	50	
Area I	6	
Area II	15	
Area III	15	
Area IV	12	
Area V	2	
Electives	13	
Program Courses	57	
Arts Enterprise Core	12	
IMC 360. Web Design	3	
IMC 490. Social Media Management	3	
NLP 390. Events Management in Philanthropy	3	
NLP 499. Internship in Nonprofit Leadership and Philanthropy	3	
Arts Enterprise Electives (Students must select 9 hours)	9	
IMC 465. Advertising Agency	3	
MK 300. Marketing	3	
MG 300. Management	3	
NLP 300. Philanthropic Principles	3	
NLP 320. Philanthropic Grant Writing and Management	3	
NLP 360. Topics in Philanthropy for Higher Education	3	
NLP 370. Philanthropic Volunteer Management	3	
NLP 498. Selected Topics in Nonprofit Leadership and Philanthropy	3	
SH 350. Principles of Persuasion	3	
Major Core (Students must select 36 hours)	36	
Existing upper-level courses in Art (AT). Examples include		
AT 311. Drawing I	3	
AT 321. Painting I	3	
AT 331. 2D Animation	3	
AT 341. Ceramics I	3	
AT 361. 3D Animation	3	
Existing upper-level courses in Music (MU). Examples include		
MU 382. Music Production and Technology	3	
MU 381. Leading, Equipping, and Managing Musical Organizations	3	
MU 318. Leadership and Relational Skills for Sacred Music Service	3	
MU 314. Solo and Ensemble Vocal Methods	3	
MU 315. Vocal Diction and Literature	3	
Existing upper-level courses in Theatre (TH). Examples include		
TH 311. Acting I	3	
TH 313. Theatre Voice	3	

ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, March 8, 2024

TH 312. Theatre Movement	3	
TH 480. Directing	3	
EH 369. Poetry Writing Practicum	1-3	
EH 370. Creative Writing	3	
EH 379. Fiction Writing Practicum	1-3	
EH 470. Advanced Creative Writing	3	
IMC 240. Creative Photography	3	
IMC 260. Graphic Design I	3	
IMC 310. Fundamentals of Interior Design 3	3	
IMC 315. Design Studio 1	3	
IMC 340. Commercial Photography	3	
IMC 355. Graphic Design II	3	
IMC 370. Video Production	3	
IMC 498. Selected Topics in IMC	3	
Total Credit Hours for Degree	120	

DECISION ITEM: B-4

Lurleen B. Wallace Community College, Associate of Applied Science in Welding (CIP 48.0508)

Staff Presenter:

Mrs. Kristan White
Academic Program Analyst

Staff Recommendation:

That the Commission approve the proposed Associate of Applied Science (AAS) in Welding.

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

Implementation Date: The proposed program will be implemented 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.

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 2030-31 (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 will be provided, particularly as related to objectives and assessment measures stated in the proposal, including data on graduates' related employment and/or acceptance into a baccalaureate program.

Lurleen B. Wallace Community College (LBW) 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 AAS in Welding is designed to prepare graduates for employment in occupations on the Statewide In-Demand Occupations List, such as welders, cutters, solderers, and brazers.
2. The proposed degree will build on the existing certificate and short-term certificates offered by the College and require no new funds to implement.
3. This proposal includes letters of support from local business and industry employers attesting to the strength of the program: Dorsey Trailer, Plumber and Steamfitters Local Union 52, and Burr Industries, LLC.

Supporting Documentation:

1. New Academic Degree Program Application Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Lurleen B. Wallace Community College proposal, dated October 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								
INSTITUTION: Lurleen B. Wallace Community College								
PROGRAM: Associate of Applied Science in Welding (CIP 48.0508)								
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
TOTAL	\$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	\$25,398	\$25,398	\$25,398	\$33,864	\$33,864	\$42,330	\$42,330	\$228,582
TOTAL	\$25,398	\$25,398	\$25,398	\$33,864	\$33,864	\$42,330	\$42,330	\$228,582
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	20	20	22	22	24	24	22
PART-TIME HEADCOUNT	Year 1 - No data reporting required	10	10	11	11	12	12	11
TOTAL HEADCOUNT	Year 1 - No data reporting required	30	30	33	33	36	36	33
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	15	15	16	16	18	18	16.3
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	9	9	10	10	11	11	10

Attachment 2 Summary of Background Information

Lurleen B. Wallace Community College
Associate of Applied Science in Welding (CIP 48.0508)

Program Description/Objectives: The proposed AAS in Welding will prepare students to enter a variety of welding occupations in construction, maintenance, and manufacturing. Areas of instruction include heliarc, flux core, electrical arc, and robotic arc welding, aluminum welding, pipe welding, cutting, joint design preparation, layout, and welding inspection. Program objectives will include equipping students with the knowledge and skills to function safely and efficiently in a work environment, preparing students to become skilled welders, and preparing students to sit for welding certifications.

Role: The proposed program is within the instructional role for Lurleen B. Wallace Community College (LBW).

Mode of Delivery: This program is primarily designed for face-to-face instruction with approximately 30% of courses available both online and in-person.

Work-Based Learning: While the curriculum does not include required internships or work-based learning, the College does have a signed apprenticeship agreement with Dorsey Trailer that will allow students to gain experience while completing their education.

Similar Programs: The following ACCS institutions offer an AAS degree at the same CIP 48.0508: Beville State Community College, Shelton State Community College, and Snead State Community College. LBW currently offers a Certificate and STC in Welding so this will not result in duplication but simply provide students with an additional pathway in the existing program.

Relationship to Existing Offerings: LBW currently offers a 60-hour Certificate in Welding, a 23-hour Short-Term Certificate in Consumable Arc Welding Processes, and a 12-hour Short-Term Certificate in Basic SMAW and Cutting. The degree program will build upon the existing certificate programs by requiring additional academic coursework. The College does plan to close the Certificate in Welding after the AAS is fully implemented, but both short-term certificates will remain open and will be embedded in the degree program.

Specialized Accreditation: Graduates will not need licensure or certification prior to entry-level employment. However, completers may wish to test for industry certifications through the American Welding Society.

Public Review: The program was posted on the Commission website from January 17, 2024 to February 5, 2024 (twenty days) for public review and comments. No comments were received.

Industry Need: The proposed program is designed to prepare graduates for employment as Welders, Cutters, Solderers, and Brazers (SOC 51-4121, included on the 2022-2023 Statewide Demand Occupations List). This SOC also appears on the Region 6 Demand Occupations List, with 120 annual openings on average. Lightcast data also shows the region as an industry hotspot, with higher-than-average demand for welders in a 14-county area within close proximity to LBW. Welding is currently the largest technical program at the College with 240 students and, since Fall 2020, has seen a 69% increase in dual enrollment and a 58% increase in overall enrollment. The results of a Fall 2023 survey sent to students currently enrolled in the Welding program indicated that 76% of respondents would enroll in an associate degree program, and 79% believe that an associate degree in welding would help them meet their career goals.

Program Budget: The proposal projects that no new funds will be required to support the program in the first seven years. Over the same period, the program is expected to generate \$228,582 through tuition.

Attachment 3

**Lurleen B. Wallace Community College
 Associate of Applied Science in Welding (CIP 48.0508)**

Course Number and Title	Number of Credit Hours	*If New Course
General Education Courses	22	
ENG 101 English Composition I	3	
MTH 116 Mathematical Applications	3	
PHS 111 Physical Science (or other math/science)	3	
MUS101 Music Appreciation (or other humanities/ fine arts)	3	
PSY 200 General Psychology (or other behavioral or social science)	3	
SPH 106 Fundamentals of Oral Communication	3	
CIS146 Microcomputer Applications	3	
ORI 101 Orientation to College	1	
Program Core Courses	47	
WDT108: SMAW Fillet OFC	3	
WDT109: SMAW Fillet/PAC/CAC	3	
WDT123: SMAW Fillet PAC/CAC Lab	3	
WDT122: SMAW Fillet OFC Lab	3	
WDT125: Shielded Metal Arc Welding Groove Lab	3	
WDT120: Shielded Metal Arc Welding Groove	3	
WDT119: Gas Metal ARC/Flux Cored Arc Welding	3	
WDT124: Gas Metal ARC/Flux Cored Arc Welding Lab	3	
WDT200: Welding VT (Visual Inspection)	2	
WDT110: Industrial Blueprint Reading	3	
WDT217: SMAW Carbon Pipe	3	
WDT257: SMAW Carbon Pipe Lab	3	
WDT156: GTAW Stainless Pipe Lab	3	
WDT116: GTAW Stainless Pipe	3	
WDT228: Gas Tungsten Arc Welding	3	
WDT268: Gas Tungsten Arc Lab	3	
Total Hours Required for Degree	69	

DECISION ITEM: B-5

Northeast Alabama Community College, Associate of Applied Science in Dental Hygienist (CIP 51.0602)

Staff Presenter:

Mrs. Kristan White
Academic Program Analyst

Staff Recommendation:

That the Commission approve the proposed Associate of Applied Science (AAS) in Dental Hygienist.

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

Implementation Date: The proposed program will be implemented 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.

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 the program be approved by the Board of Dental Examiners of Alabama for graduates to become licensed to practice dental hygiene in the State of Alabama.
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, including data on licensure, related employment, and/or acceptance into a baccalaureate program.

Northeast Alabama Community College (NEC) 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 AAS in Dental Hygienist is designed to prepare graduates for state licensure and employment as Dental Hygienists, which are included on the Statewide Demand Occupations List.
2. This proposal includes six letters of support from local industry partners and future employers attesting to the need for this program.

Supporting Documentation:

1. New Academic Degree Program Application Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. Northeast Alabama Community College proposal, dated November 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

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY								
INSTITUTION: Northeast Alabama Community College								
PROGRAM: Associate of Applied Science in Dental Hygienist (CIP 51.0602)								
ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
FACULTY	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$875,000
STAFF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$250,000	\$0	\$5,000	\$0	\$5,000	\$0	\$5,000	\$265,000
FACILITIES	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
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
TOTAL	\$425,000	\$125,000	\$130,000	\$125,000	\$130,000	\$125,000	\$130,000	\$1,190,000
SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT								
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	TOTAL
REALLOCATIONS	\$125,000	\$216	\$0	\$0	\$0	\$0	\$0	\$125,216
EXTRAMURAL	\$300,000	\$50,000	\$10,000	\$10,000	\$50,000	\$10,000	\$10,000	\$440,000
TUITION	\$0	\$74,784	\$149,568	\$149,568	\$149,568	\$149,568	\$149,568	\$822,624
TOTAL	\$425,000	\$125,000	\$159,568	\$159,568	\$199,568	\$159,568	\$159,568	\$1,387,840
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	24	24	24	24	24	24	24
PART-TIME HEADCOUNT	Year 1 - No data reporting required	0	0	0	0	0	0	0
TOTAL HEADCOUNT	Year 1 - No data reporting required	24	24	24	24	24	24	24
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	12	12	12	12	12	12	12
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	8	8	8	8	8	8	8

Attachment 2
Summary of Background Information

Northeast Alabama Community College
Associate of Applied Science in Dental Hygienist (CIP 51.0602)

Program Description/Objectives: The proposed AAS in Dental Hygienist program will prepare individuals to deliver treatment to and evaluate periodontal patients. Upon program completion, students will be skilled in periodontal therapy, oral evaluation, and be prepared to test for licensing by the Board of Dental Examiners of Alabama.

Role: The proposed program is within the instructional role for Northeast Alabama Community College (NEC).

Mode of Delivery: Approximately 20% of the degree program, primarily general education courses, will be offered online. Laboratory courses will be offered in person. Theory course content may be delivered via in-person lecture, online synchronous or asynchronous, or a combination of these methods.

Work-Based Learning: Students will be required to complete a 3-4 credit hour clinical practicum at local dental offices. Six dental practices have signed clinical agreements with the College.

Similar Programs: The proposed program will be similar to existing programs with the same CIP 51.0602 at Calhoun Community College, Gadsden State Community College, and Wallace State Community College- Hanceville. NEC will target students in Jackson and DeKalb Counties.

Relationship to Existing Offerings: NEC currently offers AAS degrees in Registered Nursing, Medical Assistant, and Emergency Medical Service. The addition of the Dental Hygiene program will expand allied health program offerings, attract new students, and create new pathways for existing students. The recent addition of a stand-alone LPN program has proven that additional pathways are desired.

Specialized Accreditation: NEC will comply with guidelines set forth by the Board of Dental Examiners of Alabama and will align program goals with the standards established by the Commission on Dental Accreditation (CODA). Upon graduation, students will be prepared to pass licensing examinations and become eligible for licensure through the Board of Dental Examiners of Alabama.

Public Review: The revised program proposal was posted on the Commission website from January 17, 2024 to February 5, 2024 (twenty days) for public review and comments. No comments were received.

Industry Need: According to Lightcast Data, over the 12-month period of August 2022-August 2023, 584 job postings were made by competing companies statewide for dental healthcare workers and of those, 302 were unique among 72 companies. Fifty-two postings indicated minimum qualifications of AAS degree or above. This proposal included six letters of support from local dentists indicating immediate need for workers. Letters of support were included with the program proposal and attest to the industry need in NEC's service area.

Program Resources and Facilities: The College expects to spend \$125,000 annually on salary and benefits for one new full-time program director and one full-time administrator. The instructor must have a minimum of a bachelor's degree from an institution accredited by the Commission on Dental Accreditation; a current unencumbered license as a Registered Dental Hygienist (RDH) or Dentist (DDS or DMD); and a minimum of five years' clinical practice experience. It has estimated \$250,000 in start-up equipment costs for the lab and an additional \$5,000 in years three, five and seven to update, maintain, and repair equipment as needed. These funds may also be used to purchase additional equipment as the program grows. An existing facility on campus will be used to house the new program. The College has estimated \$50,000 in the first year to update the space as necessary to accommodate it.

Program Budget: The proposal projects that \$1,190,000 in new funds will be required to support the program over the first seven years. The program will be supported by \$440,000 in extramural funds to support start-up facility and equipment costs. These funds will come from a combination of the following: legislative support, workforce grants, rural healthcare grants, support from local business, and private donor support. Over the first seven years, the program is expected to generate \$822,624 through tuition. Internal reallocations of \$125,216 will be required to support program start-up over Years 1 and 2.

Attachment 3

Northeast Alabama Community College
 Associate of Applied Science in Dental Hygienist (CIP 51.0602)

Course Number and Title	Number of Credit Hours	*If New Course
General Education Courses	34	
MTH 100 Intermediate College Algebra	3	
PSY 200 General Psychology	3	
ORI 110 Freshman Orientation	1	
ENG 101 English Composition I	3	
SPH 107 Fundamentals of Public Speaking	3	
BIO 220 General Microbiology	4	
BIO 201 Human Anatomy and Physiology I	4	
BIO 202 Human Anatomy and Physiology II	4	
CHM 104 Introduction to Chemistry I	3	
SOC 200 Introduction to Sociology	3	
PHL 206 Ethics and Society	3	
Program Core Courses	39	
DHY 110 Dental Hygiene Theory	2	
DHY 112 Pre-clinical Dental Hygiene	3	
DHY 114 Dental Radiology	3	
DHY 116 Dental Anatomy, Histology, Embryology	2	
DHY 118 Anatomy, Embryology and Histology of the head and neck	2	
DHY 120 Dental Materials	2	
DHY 122 Clinical Dental Hygiene I	3	
DHY 124 Dental Hygiene Theory II	2	
DHY 126 Periodontology	2	
DHY 128 Pharmacology/Medical emergencies	2	
DHY 132 Clinical Dental Hygiene Theory II	1	
DHY 134 Dental Hygiene Theory III	1	
DHY 216 Dental Research	1	
DHY 210 General Oral Pathology	2	
DHY 212 Clinical Dental Hygiene III	4	
DHY 214 Dental Hygiene Theory IV	1	
DHY 217 Community Dental Health	1	
DHY 218 Clinical Dental Hygiene IV	4	
DHY 220 Dental Hygiene Theory V	1	
Total Hours Required for Degree	73	

INFORMATION ITEM: C-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

- Undergraduate Certificate in Contemporary Korea (CIP 05.0128, Level 1b)
- Undergraduate Certificate in Artificial Intelligence Engineering (CIP 11.0102, Level 1b)
- Graduate Certificate in Artificial Intelligence Engineering (CIP 11.0102, Level 6)
- Undergraduate Certificate in National Security and Intelligence (CIP 45.0902, Level 1b)

University of Alabama at Birmingham

- Undergraduate Certificate in Organizational Communication (CIP 52.0501, Level 1b)
- Undergraduate Certificate in Wellness Program Design and Management (CIP 52.1099, Level 1b)

Supporting Documentation:

1. Proposed Non-Degree Programs at Senior Institutions, attached.
2. "Reasonable Extensions and Alterations of Existing Units and Programs of Instructions," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.
3. Written unpublished documentation provided by the institutions. Available upon request.

Attachment 1

Summary of Proposed Non-Degree Programs at Senior Institutions

AUBURN UNIVERSITY (AU)

Undergraduate Certificate in Contemporary Korea (CIP 05.0128, Level 1b)

Offered by the College of Liberal Arts in partnership with the Office of International Programs, the Undergraduate Certificate in Contemporary Korea is designed to provide students with an overview of the human, physical, and technological context of South Korea. This certificate program utilizes the expertise of Auburn and affiliated colleagues across the disciplines that define modern Korean culture, education system, industry, business climate, technology, and language. This certificate program uses an interdisciplinary approach. After completing all the required courses in this certificate program, students will be able to understand how disciplines within different cultures may define and solve problems in similar and dissimilar ways from the US, demonstrate the ability to integrate perspectives from multiple disciplines to understand issues in contemporary South Korea, and possess better communication with their potential employers and employees whose language and cultural background differ. The instructional format is in-person. This certificate requires a minimum of 12 credit hours.

Undergraduate Certificate in Artificial Intelligence Engineering (CIP 11.0102, Level 1b)

Offered by the Department of Computer and Software Engineering in the College of Engineering, the Undergraduate Certificate in Artificial Intelligence Engineering will enable students to understand and develop algorithms and methodologies for artificial intelligence and machine learning systems and technologies. Also, students will analyze, design, and implement artificial intelligence and machine learning software. The format is instructions available in person and online. This certificate requires a minimum of 12 credit hours.

Graduate Certificate in Artificial Intelligence Engineering (CIP 11.0102, Level 6)

Offered by the Department of Computer and Software Engineering within the College of Engineering, the Graduate Certificate in Artificial Intelligence Engineering is open to those with a baccalaureate degree from an institution of recognized standing, either in computer science, software engineering or another STEM discipline, or with relevant professional experience that provides necessary background knowledge of programming, computing, and mathematics. This graduate certificate program encompasses two student learning outcomes: developing algorithms and methodologies for artificial intelligence and machine learning systems and technologies and analyzing, designing, and implementing artificial intelligence and machine learning software. The proposed delivery format is face-to-face and online instruction. This certificate requires 12 credit hours.

Undergraduate Certificate in National Security and Intelligence (CIP 45.0902, Level 1b)

Offered by the Department of Political Science within the College of Liberal Arts, the Undergraduate Certificate in National Security and Intelligence is designed to prepare undergraduate students for careers in national security, the certificate program will identify and train potential candidates. These career options include working for the Departments of State, Defense, or Homeland Security; national security-focused think tanks and policy institutes; or any number of other public and private sector career opportunities. Students will be able to apply classic and contemporary theories of international relations related to the perpetuation of peacetime, as well as the causes, conduct, and termination of conflict. Students will be able to describe the structure and capabilities of various national and international actors that contribute activity to the international intelligence community. Students will also be able to assess predictable and unpredictable threats to national and international security. The proposed delivery format is face-to-face instruction. This certificate requires 15 credit hours.

UNIVERSITY OF ALABAMA BIRMINGHAM (UAB)

Undergraduate Certificate in Organizational Communication (CIP 52.0501, Level 1b)

Offered by the Department of Management, Information Systems, and Quantitative Methods within the Collat School of Business, the Undergraduate Certificate in Organizational Communication is designed to prepare undergraduate students to advance communication insight across a wide range of organizations, and it aims to develop professional communication skills and abilities, including the planning, composing, and editing business documents and applying business research. The program emphasizes the importance of developing interpersonal skills and abilities that improve collaboration among constituents at a variety of organizations, leading to better outcomes. The proposed delivery format is face-to-face and online instruction. This certificate requires 15 credit hours with a grade of 2.0 or better for each course.

Undergraduate Certificate in Wellness Program Design and Management (CIP 52.1099, Level 1b)

Offered by the Department of Management, Information Systems, and Quantitative Methods within the Collat School of Business, the Undergraduate Certificate in Wellness Program Design and Management will provide students with the knowledge and skills necessary to design and manage effective wellness programs through the human resources activities of organizations, both public and private. Students who will complete the certificate will cover a variety of health promotion content areas (e.g., nutrition, exercise science, and motivation) that are integral to effective wellness program designs. This program will also help develop student management skills and the ability to enhance their leadership potential. The proposed delivery format is face-to-face, online, and 50% hybrid instruction. This certificate requires 15 credit hours, with a grade of 2.0 or better for each course.

INFORMATION ITEM: C-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.

NONE

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Ala. Admin. Code (Commission on Higher Education), r. 300-2-1-.06. Available upon request.

INFORMATION ITEM: C-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.
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	03.0201	Natural Resources Management, BS Environmental Conservation and Management, BS
Auburn University	45.0704 30.4401	Geography, BA Geography and Environmental Studies, BA
Auburn University	45.0704 30.4401	Geography, MS Geography and Environmental Studies, MS
University of Alabama at Birmingham	51.0799 11.0104	Clinical Informatics, Post-Bacc Certificate
University of Alabama at Birmingham	51.0799 11.0104	Health Informatics, MSHI
University of West Alabama	30.0000	Interdisciplinary Studies, BA/BS Interdisciplinary Arts, BA/BS
University of West Alabama	30.9999	Interdisciplinary Arts, BA/BS Interdisciplinary Studies, BA/BS

Two-Year Institutions: NO CHANGES

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:

Auburn University	14.9999	Wireless Engineering, BWE
University of North Alabama	52.0601	Global Business, Post-Bacc Certificate
University of West Alabama	30.0000	Interdisciplinary Arts, BA/BS
University of West Alabama	50.0901	Music, BA

Two-Year Institutions: NO DELETIONS

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 Alabama in Huntsville	09.0100	Professional Communication, MA
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Two-Year Institutions: NO INACTIVE PROGRAMS

INFORMATION ITEM: C-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

NONE

B. Changes to Minor Units of Instruction

- The University of Alabama, Change in the Name of the Department of Special Education and Multiple Abilities to Department of Special Education in the College of Education

C. Changes to Non-Instructional Academic Units

- The University of Alabama, Change in the Name of the Alabama Analytical Research Center (AARC) to Alabama Materials Institute (AMI) in the College of Engineering
- The University of Alabama, Establishment of the Alabama Center for the Advancement of Artificial Intelligence (ALA AI)
- The University of Alabama at Birmingham, Closure of the UAB Sleep-Wake Disorders Center in Marnix E. Heersink School of Medicine
- University of North Alabama, Closure of the Centre for British Studies in College of Arts, Sciences, and Engineering

INFORMATION ITEM: C-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

University of Alabama in Huntsville

1. Change in credit-hour requirement from 37 credit hours to 30 credit hours for the MS in Kinesiology (CIP 31.0505)
2. Addition of a Concentration in Clinical Exercise Physiology (Thesis and Non-Thesis) within the existing MS in Kinesiology (CIP 31.0505)

University of South Alabama

1. Addition of a Concentration in Global Leadership in the existing BS in Hospitality and Tourism Management Program (CIP 52.0901)
2. Addition of a Concentration in Events Marketing and Management in the existing BS in Hospitality and Tourism Management Program (CIP 52.0901)

INFORMATION ITEM: C-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.

Auburn University at Montgomery

- MEd in Secondary Education (CIP 13.1205),
Concentrations in
 - Secondary Biology Education
 - Secondary General Science Education
 - Secondary Social Science Education

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: C-7

University of Alabama in Huntsville, Exempt Off-Campus Site:
Mae Jemison High School, Huntsville, Alabama

Staff Presenter:

Ms. Lakerri Gill
Credential Registry Specialist

Staff Recommendation:

For information only.

Background:

In 2016, the University of Alabama Huntsville (UAH) partnered with Huntsville City Schools to develop a dual enrollment program for advanced high school students called College Academy, with coursework being offered at the following off-campus site since Summer 2016:

Mae Jemison High School in Huntsville, AL

UAH notes that a recent review of Off-Campus Sites for the Southern Association of Colleges and Universities Commission on Colleges (SACSCOC) indicated that this site had not been previously submitted to the Commission. In an effort to clean up the records, UAH has submitted notification to ACHE indicating that a) the site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction, and b) the required annual site follow-up reports will be sent.

The Jemison High School site is located in Madison County, which is within the recognized service area for UAH. The site is exempt from Commission approval because it is a high school site designated only for accelerated/dual enrollment activities.

Supporting Documentation:

1. Proposal for New Exempt Off-Campus Site at Mae Jemison High School in Madison County, 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

SITE INFORMATION

Institution: The University of Alabama in Huntsville

Administrator Responsible for Site:

Name & Title: Dr. Rhonda Gaede, Associate Provost

Telephone: 256-824-6573

Fax:

E-Mail: associateprovost.ug@uah.edu

Contact Person at Site If Other Than Administrator Above

Name & Title: Ms. Leah Edgecombe, Magnet Program Coordinator

Telephone: 256-924-1113

Fax:

E-Mail: leah.edgecombe@hsv-k12.org

Location of Proposed Site

Facility: Mae Jemison High School

Street Address: 5000 Pulaski Pike NW

City: Huntsville, AL 35810

County: Madison

When will you begin offering instruction at this site?

August 2016

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

<u>Courses (Include Number & Title)</u>
FYE 101 - First Year Experience
TH 122 - Theatre Appreciation
CM 112 - Intro to Rhetorical Communication
PRO 101 - College Academy 101
ARH 100 - Art History
MU 100 - Intro to Music Literature
PSC 101 - American Government
PY 101 - Psychology
SOC 100 - Intro to Sociology

EH 101 - College Writing I
EH 102 - College Writing II
BYS 119 - Principles of Biology I and BYS 121 lab
BYS 120 - Principles of Biology II and BYS 122 lab
HY 103 - World History to 1500
HY 104 - World History Since 1500
EH 207 - Readings Literature/Culture I
EH 208 - Readings Literature/Culture II

INFORMATION ITEM: C-8

University of North Alabama, New Exempt Off-Campus Site:
Limestone Correctional Facility

Staff Presenter:

Ms. Lakerri Gill
Credential Registry Specialist

Staff Recommendation:

For information only.

Background:

University of North Alabama (UNA) plans to offer coursework at the following new off-campus site beginning Summer 2024:
Limestone Correctional Facility in Harvest, AL

UNA has submitted notification to the Commission indicating 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 Limestone County, which is adjacent to but outside of the recognized service area for UNA. Nonetheless, the proposed site is exempt from Commission review because it is a prison site where coursework is delivered exclusively to prison employees or inmates. Ingram State Community and Technical College also delivers instruction at the same site.

Supporting Documentation:

1. Proposal for New Exempt Off-Campus Site at Institute for Limestone Correctional Facility in Harvest, AL, 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



Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

Institution:	UNA		
Administrator Responsible for Site			
Name:	Katherine C. Kinney	Title:	Interim Provost
Phone:	256-765-4258	Email:	kckinney@una.edu
Contact Person at Site			
Name:	Chadwick Crabtree	Title:	Warden III, Lim
Phone:	(256) 233-46	Email:	Chadwick.Crabtree@doc.alabama.gov
Location of Proposed Site			
Facility:	Limestone Correctional Facility		
Address:	28779 Nick Davis Road		
City:	Harvest	County:	Limestone
When will you begin offering instruction begin at this site?	08/01/2024		
Type of Site:	Prison site - courses delivered exclusively to inmates and prison employees		
Certification			
I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.			
Signature of President/Chancellor:		<input type="text"/>	
Date:		<input type="text"/>	

COURSE LIST	
The institution will develop its schedule at this new site from the following list of courses.	
Course Number	Course Title
CJ 260	Introduction to Restorative Justice
SO/CJ/WS 345	The Justice System: Race/Class/Gender
CJ 440W	Research Methods in Criminal Justice
CJ/SO 323	Criminology
EN 397	Reading and Writing Through Harm
PY 490	Social Health and Relationships
EN 492/592/PS49	Restorative Storytelling

INFORMATION ITEM: C-9

Wallace Community College – Selma, New Exempt Off-Campus Site: West Alabama Regional Training Center

Staff Presenter:

Ms. Lakerri Gill
Credential Registry Specialist

Staff Recommendation:

For information only.

Background:

Wallace Community College – Selma (WSS) began offering coursework at the following new off-campus site in August 2023:
West Alabama Regional Training Center in Demopolis, AL

The site is located nearby the newly opened Wallace Community College campus in Demopolis, and the college has been advised by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) that a separate site notification must be made. The Alabama Community College System has submitted documentation indicating that a) the new site is in 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 Marengo County, which is within the recognized service area for WSS. 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 Institute for Limestone Correctional Facility in Harvest, AL, 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



Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

Institution:	WSS		
Administrator Responsible for Site			
Name:	Dr. Blaine Hathcock	Title:	Demopolis Site
Phone:	334-876-9408	Email:	blaine.hathcock@wccs.edu
Contact Person at Site			
Name:	Dr. Blaine Hathcock	Title:	Demopolis Site
Phone:	334-876-9408	Email:	blaine.hathcock@wccs.edu
Location of Proposed Site			
Facility:	West Alabama Regional Training Center		
Address:	1701 Hwy 43 South		
City:	Demopolis, AL	County:	Marengo
When will you begin offering instruction begin at this site?	8/15/2023		
Type of Site:	2-year college site located within SBE approved service area		
Certification			
I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.			
Signature of President/Chancellor:		<input type="text"/>	
Date:		<input type="text"/>	

COURSE LIST	
The institution will develop its schedule at this new site from the following list of courses.	
Course Number	Course Title
ACR 111	PRINCIPLES OF REFRIGERATION
ACR 112	HVACR SERVICE PROCEDURES
ACR 113	REFRIGERATION PIPING PROCEDURES
ACR 121	PRINCIPLES OF ELECTRICITY FOR HVACR
ACR 122	HVAC ELECTRIC CIRCUITS
ACR 123	HVACR ELECTRICAL CONCEPTS
INT 101	DC FUNDAMENTALS
INT 103	AC FUNDAMENTALS
INT 112	INDUSTRIAL MAINTENANCE SAFETY PROCEDURES
INT 104	PRINCIPLES OF TECHNOLOGY
INT 119	PRINCIPLES OF MECHANICAL MEASUREMENT AND TECHNICAL
INT 113	INDUSTRIAL MOTOR COLTROL I

Course List Continued

INT 126	PREVENTIVE MAINTENANCE
INT 213	INDUSTRIAL MOTOR CONTROL II
INT 117	PRINCIPLES OF INDUSTRIAL MECHANICS
INT 127	PRINCIPLES OF INDUSTRIAL POWER AND PIPING SYSTEMS
INT 118	FUNDAMENTALS OF INDUSTRIAL HYDRAULICS AND PNEUMATI
INT 121	INDUSTRIAL HYDRAULICS TROUBLESHOOTING
WDT 108	SMAW FILLET OFC/FAC /CAC
WDT 122	SMAW FILLET LAB
WDT 109	SMAW FILLET/PAC/CAC
WDT 123	SMAW FILLET/PAC/CAC LAB
WDT 110	INDUSTRIAL BLUEPRINT READING
WDT 124	OAS METAL AFC/FLUX
WDT 119	OAS METAL ARC/FLUX CORED ARC WELDING
WDT 125	SHIELDED METAL ARC WELDING GROVE LAB

INFORMATION ITEM: C-10

Summary of Post-Implementation Reports

Staff Presenter:

Mrs. Kristan White
Academic Program Analyst

Staff Recommendation:

For information only.

Background:

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) requires institutions to submit a post-implementation performance report for each approved program following its seven-year 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 approved program.

According to the policy, programs determined to have met all post-implementation conditions will no longer be subject to post-implementation monitoring. According to the policy, those programs not meeting one or more of their post-implementation conditions will be recommended for closure, unless the Commission approves an amendment to the post-implementation conditions for the program.

The following post-implementation determinations have been made based on reports submitted by the institutions and based on ACHE's most recent Program Vitality Report.

A. Programs Meeting Post-Implementation Conditions

Two-Year Institutions

- Drake State Community and Technical College, Associate of Applied Science and Certificate in Culinary Arts (CIP 12.0503) – Met conditions
- Enterprise State Community College, Associate of Applied Science and Certificate in Medical Assistant Technology (CIP 51.0801) – Met conditions
- Shelton State Community College, Associate of Applied Science in Welding Technology (CIP 48.0508) – Met conditions
- Trenholm State Community College, Associate of Applied Science and Certificate in Business Administration (CIP 52.0201) – Met conditions
- Wallace Community College- Selma, Associate of Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303) – Met conditions

Four-Year Institutions

- Auburn University, Doctor of Philosophy in Earth System Science (CIP 40.0699/30.3801) – Met conditions
- Troy University, Bachelor of Science in Cyber Security (CIP 11.1003) – Met conditions
- Troy University, Master of Arts in Economics (CIP 52.0601) – Met conditions

B. Programs Not Meeting Post-Implementation Conditions

Two-Year Institutions: None

Four-Year Institutions:

- Alabama A&M University, Bachelor of Science in Plant Biotechnology (CIP 26.1201) - Recommended for Closure
- Auburn University at Montgomery, Master of Science in Geographic Information Systems (CIP 45.0702) - Recommended for Closure
- Troy University, Bachelor of Science in Physics (CIP 40.0801) - Recommended for Closure

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. Program Vitality Report for 2023. Available upon request.
4. Summary of Reports on Programs that Met Post-Implementation Conditions, attached.
5. Summary of Vitality Status for Programs that Did Not Meet Post-Implementation Conditions, attached.

Attachment A

Summary of Reports on Programs that Met Post-Implementation Conditions

**Drake State Community and Technical College
Associate of Applied Science and Certificate in Culinary Arts (CIP 12.0503)
MET POST-IMPLEMENTATION CONDITIONS**

Approved by Commission: June 6, 2007

Proposed Implementation Date: Fall 2007

Actual Implementation Date: Fall 2007

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2007- 08, will be at least 23, based on the proposal.
2. That the annual average number of graduates for the period 2008-2009 through 2011- 12 (four-year average) will be at least 11, 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.

AAS and CER in Culinary Arts (CIP 12.0503)	Average New Enrollment Headcount 2007-08 through 2011-12	Average Number of Graduates 2017-18 through 2022-23	Percentage of Graduates Employed in the Field
Required	23	7.5	75%
Reported	39	8	88%
	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.

Enterprise State Community College
Associate of Applied Science and Certificate in Medical Assistant Technology (CIP 51.0801)
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 2019-20 through 2022-23 (five-year average) will be at least 8, 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.

AAS and CER in Medical Assistant Technology (CIP 51.0801)	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	10	7.5	75%
Reported	21	8.33	79%
	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.

Shelton State Community College
Associate of Applied Science in Welding Technology (CIP 48.0508)
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.
2. That the annual average number of graduates for the period 2019-20 through 2022-23 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.

AAS in Welding Technology (CIP 48.0508)	Average New Enrollment Headcount 2018-19 through 2022-23	Average Number of Graduates 2019 through 2023	Percentage of Graduates Employed in the Field
Required	10	7.5	75%
Reported	45	11.4	76%
	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.

Trenholm State Community College
Associate of Applied Science and Certificate in Business Administration (CIP 52.0201)
MET POST-IMPLEMENTATION CONDITIONS

Approved by Commission: June 8, 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 in 2018, will be at least 10, based on the proposal (dates modified).
2. That the annual average number of graduates for the period 2019-20 through 2022-23 will be at least 7.5, 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.

AAS and CER in Business Administration (CIP 52.0201)	Average New Enrollment Headcount 2019-20 through 2022-23	Average Number of Graduates 2021 through 2023	Percentage of Graduates Employed in the Field
Required	10	7.5	75%
Reported	10	7.67	36%
	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.

Wallace Community College - Selma
Associate of Applied Science and Certificate in Industrial Maintenance Technology (CIP 47.0303)
MET POST-IMPLEMENTATION CONDITIONS

Approved by Commission: June 27, 2008

Proposed Implementation Date: Spring 2009

Actual Implementation Date: Spring 2009

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2009, will be at least 15, based on the proposal (dates modified).
2. That the annual average number of graduates for the period 2009 through 2013 will be at least 25, 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.

AAS and CER in Industrial Maintenance Technology (CIP 47.0303)	Average New Enrollment Headcount 2017-18 through 2021-22	Average Number of Graduates 2017 through 2023	Percentage of Graduates Employed in the Field
Required	15	7.5	75%
Reported	24	9.57	67%
	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
Doctor of Philosophy in Earth System Science (CIP 40.0699/30.3801)
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 2, based on the proposal.
2. That the annual average number of graduates for the period 2021-22 through 2022-23 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.

PhD in Earth System Science (CIP 40.0699)	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	2	2.25	75%
Reported	9.8	2.6	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.

Troy University
Bachelor of Science in Cyber Security (CIP 11.1003)
MET POST-IMPLEMENTATION CONDITIONS

Approved by Commission: March 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 will be at least 17, 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 7.5, 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.

BS in Cyber Security (CIP 11.1003)	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	17	7.5	75%
Reported	36.6	7.5	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.

Troy University
Master of Arts in Economics (CIP 52.0601)
MET POST-IMPLEMENTATION CONDITIONS

Approved by Commission: March 21, 2014

Proposed Implementation Date: Fall 2015

Actual Implementation Date: Fall 2015

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2015, will be at least 10, based on the proposal.
2. That the annual average number of graduates for the period 2016-17 through 2019-20 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.

MA in Economics (CIP 52.0601)	Average New Enrollment Headcount 2015-16 through 2022-23	Average Number of Graduates 2019-20 through 2022-23	Percentage of Graduates Employed in the Field
Required	10 (reduced to minimum of 4.7)	7 (reduced to minimum of 3.75)	75%
Reported	6	4.4	NR
	Met	Met	Not Met

Condition 1: The condition for new enrollments was met after the standard for this degree level was reduced in keeping with the new policy on post-implementation monitoring.

Condition 2: The condition for average annual graduates was met after the standard was reduced to the minimum viability for this degree level.

Condition 3: Troy did not submit information related to employment or continuing education outcomes, though this condition is now for information only.

Condition 4: Assessment condition met.

Attachment B

Summary of Program Vitality Status for Programs that Did Not Meet Post-Implementation Conditions

Four-Year Institutions

Programs included below will be recommended for program closure. Changes to program status (*i.e.*, from active status to deleted status) will be processed in consultation with the institution.

PROGRAM VITALITY 2023: SENIOR INSTITUTIONS												
NOTE: This Program Vitality report is generated to fulfill ACHE's obligations under Code of Alabama 1975, Section 16-5-8 (a)(2). Active degree programs are expected to maintain minimum degree production standards as follows: Baccalaureate=7.5 grads per year, Master's=3.75 grads per year, EdS=3.0 grads per year, and Doctorates=2.25 grads per year.						Completers reported to ACHE during 5-year vitality period						
Name	DegDe	Deg Type	CIP	NCES CIP Description	Program Status	2019	2020	2021	2022	2023	Vitality Avg	Vitality Status
AAMU	5	Baccalaureate	261201	Biotechnology	Active							None
AUM	7	Master's	450702	Geographic Information Science and Cartography	Active	3	2	6	1	3	3	UNDER
TROY	5	Baccalaureate	400801	Physics, General	Active	6	9	9	1		5	UNDER