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Proposal for a New Degree Program

I. Information and Rationale

A. Primary Contact Information

Institution: Jacksonville State University

Contact: Dr. Tanveer Islam

Title: Department Head

Email: tislam@jsu.edu

Telephone: 256-782-5925

B. Program Information

Date of Proposal Submission: 3/14/2025

Award Level: Master's Degree

Award Nomenclature (e.g., BS, MBA): MS

Field of Study/Program Title: Advanced Disaster Research and Practice

CIP Code (6-digit): 43.0302

C. Administration of the Program

Name of Dean and College: Dr. Maureen Newton, College of Social and Behavioral Sciences

Name of Department/Division: Department of Emergency Management and Public Administration

Name of Chairperson: Dr. Tanveer Islam

D. Implementation Information

Proposed Program Implementation Date: 8/1/2025

Anticipated Date of Approval from Institutional Governing Board: 4/14/2025

Anticipated Date of ACHE Meeting to Vote on Proposal: 6/13/2025

SACSCOC Sub Change Requirement (Notification, Approval, or NA): NA

Other Considerations for Timing and Approval (e.g., upcoming SACSCOC review): N/A

E. Concise Program Description

Include general opportunities for work-based and/or experiential learning, if applicable.



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As can be the case in doctoral programs, students may not finish the degree for a variety of reasons. This new degree will give those students an opportunity to “step-out” and complete a master's degree.

The proposed program is designed to equip emergency management professionals with comprehensive knowledge and understanding of the requirements for managing and reducing risk from hazards, and for effectively responding to and recovering from disasters when they occur. In particular, the students in the program will acquire advanced knowledge and skills in areas, such as disaster management principles and practice, interdisciplinary disaster theory and research; policy analysis; needs assessment and other applied research techniques; planning and program development; research design and methods. In addition to core requirements, students may select from a number of electives that will enable them to customize their program of study and specialize in certain areas.

F. Specific Rationale (Strengths) for the Program

List 3 – 5 strengths of the proposed program as specific rationale for recommending approval of this proposal.

1. Gives students in JSU’s Doctor of Science in Emergency Management an opportunity to “step-out” and complete a degree if they feel they are unable to complete the doctoral program.
2. Encourages doctoral students to finish the program coursework on time.
3. Gives value to the time and money students spent in the doctoral program if they are not able to finish the doctoral degree.
4. Provides advanced knowledge and skills in research and practice related to natural and manmade disasters for persons in both management and upper-level management.

List external entities (more may be added) that may have supplied letters of support attesting to the program’s strengths and attach letters with the proposal at the end of this document.

Since this is a master's level step out program for an already established doctoral degree program, letters of support were not requested.

II. Background with Context

A. Student Learning Outcomes

List four (4) to seven (7) of the student learning outcomes of the program.

1. Analyze disaster management principles and practice, including historical and emergent trends and conditions relevant to the current state-of-the-practice and standards.



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2. Examine major theoretical topics, questions, and literature that inform the discipline and practice of emergency management, with topics including the nature of disaster, human and organizational behavior under stress, and risk perception and communication.
3. Evaluate the role of emergency management programs in community resilience and sustainability.
4. Understand social science research methods including research design and approaches to inquiry (quantitative, qualitative, experimental, evaluation), the role of theory in empirical research, causal inference, and reporting and reviewing research.

B. Similar Programs at Other Alabama Public Institutions

List programs at other Alabama public institutions of the same degree level and the same (or similar) CIP codes. If no similar programs exist within Alabama, list similar programs offered within the 16 SREB states. If the proposed program duplicates, closely resembles, or is similar to any other offerings in the state, provide justification for any potential duplication.

No other programs similar to the one proposed exist at other Alabama public institutions or within the Southern Regional Education Board (SREB) states.

CIP Code	Degree Title	Institution with Similar Program	Justification for Duplication
N/A	N/A	N/A	N/A

C. Relationship to Existing Programs within the Institution

1. Is the proposed program associated with any existing offerings within the institution, including options within current degree programs? Yes No

(Note: Most new programs have some relationship to existing offerings, e.g., through shared courses or resources). If yes, complete the following table. If this is a graduate program, list any existing undergraduate programs which are directly or indirectly related. If this is a doctoral program, also list related master's programs.

Related Degree Program Level	Related Degree Program Title	Explanation of the Relationship Between the Programs
Doctoral	Doctor of Science in Emergency Management	The proposed MS degree is a step out option of the existing doctoral program



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2. Will this program replace any existing programs or specializations, options, or concentrations? **Yes** **No**

If yes, please explain.

3. Will the program compete with any current internal offerings? **Yes** **No**

If yes, please explain.

D. Collaboration

- Have collaborations with other institutions or external entities been explored? **Yes** **No**

If yes, provide a brief explanation indicating those collaboration plan(s) for the proposed program.

- Have any collaborations within your institution been explored? **Yes** **No**

If yes, provide a brief explanation indicating those collaboration plan(s) for the proposed program.

E. Specialized Accreditation

1. Will this program have any external accreditation requirements in addition to the institution's SACSCOC program requirements? **Yes** **No**

If yes, list the name(s) of the specialized accrediting organization(s) and the anticipated timeframe of the application process.

2. Does your institution intend to pursue any other non-required accrediting organizations for the program? **Yes** **No**

If yes, list the name(s) of the organization(s) and the purpose of the pursuit.

If there are plans to pursue non-required external accreditation at a later date, list the name(s) and why the institution is not pursuing them at this time.

Note: Check No to indicate that non-required external accreditation will not be pursued, which requires no explanation.

F. Professional Licensure/Certification

Please explain if professional licensure or industry certification is required for graduates of the proposed program to gain entry-level employment in the occupations selected. Be sure to note which organization(s) grants licensure or certification.

No professional licensure or industry certification is required for graduates of the proposed program to gain entry-level employment.

G. Additional Education/Training



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Please explain whether further education/training is required for graduates of the proposed program to gain entry-level employment in the occupations selected.

No further education/training is required for graduates of the proposed program to gain entry-level employment.

H. Admissions

Will this program have any additional admissions requirements beyond the institution's standard admissions process/policies for this degree level? **Yes** **No**

If yes, describe any other special admissions or curricular requirements, including any prior education or work experience required for acceptance into the program.

Admissions will be restricted to current Doctor of Science students choosing the step out option.

I. Mode of Delivery

Provide the planned delivery format(s) (*i.e.*, in-person, online, hybrid) of the program as defined in policy along with the planned location(s) at which the program will be delivered (*i.e.*, on-campus and/or at specific off-campus instructional site(s)). Please also note whether any program requirements can be completed through competency-based assessment.

This program, like the Doctor of Science, will be offered fully online. Program requirements cannot be completed through competency-based assessment.

J. Projected Program Demand (Student Demand)

Briefly describe the primary method(s) used to determine the level of student demand for this program using evidence, such as enrollments in related coursework at the institution, or a survey of student interest conducted (indicate the survey instrument used), number and percentage of respondents, and summary of results.

Since this is a step out program, student demand cannot be determined at this time. The attrition rate from the doctorate program may be one indicator of this program's demand in the future.

K. Standard Occupational Code System

Using the federal Standard Occupational Code (SOC) System, indicate the top three occupational codes related to post-graduation employment from the program. A full list of SOCs can be found at <https://www.onetcodeconnector.org/find/family/title#17>.

A list of Alabama's In-Demand Occupations is available at <https://www.ache.edu/index.php/policy-guidance/>.

SOC 1 (**required**): 11-9161.00 (Emergency Management Directors)

SOC 2 (optional):

SOC 3 (optional):



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Briefly describe how the program fulfills a specific industry or employment need for the State of Alabama. As appropriate, discuss alignment with Alabama’s Statewide or Regional Lists of In-Demand Occupations (<https://www.ache.edu/index.php/policy-guidance/>) or with emerging industries as identified by [Innovate Alabama](#) or the [Economic Development Partnership of Alabama](#) (EDPA).

Emergency management degree programs have grown from one program in 1994 to more than 200 today, with the majority of programs offered at the undergraduate level. Emergency management agencies and professional associations, such as the Federal Emergency Management Agency (FEMA), the International Association of Emergency Managers (IAEM), and the National Emergency Management Association (NEMA) recognize that emergency management is carried out in a variety of settings, including local, state, and federal government offices; nonprofit agencies and associations; and private sector business and industry.

The proposed program is a step out option of the D.Sc. in Emergency Management, which is one of the few programs in the State of Alabama and nationwide responding to an urgent need for doctoral-qualified emergency management senior administrators, faculty at institutions of higher education, and emergency management researchers. As can be the case in doctoral programs, students may not finish the degree for a variety of reasons. This new degree will give those students an opportunity to “step-out” and complete a master’s degree.

The target audience for this program is mid-career and senior-level professionals in emergency management-related fields who are not able to complete the DSc but are interested in completing the coursework required for the Master’s degree to advance within their current agency or enhance their effectiveness in their current position. These executives serve in the public sector at all levels of government, nonprofit sector, or business and industry.

III. Curriculum Information for Proposed Degree Program

A. Program Completion Requirements: Enter the credit hour value for all applicable components (enter N/A if not applicable).

Curriculum Overview of Proposed Program	
Credit hours required in general education	0
Credit hours required in program courses	15
Credit hours in program electives/concentrations/tracks	9
Credit hours in free electives	0
Credit hours in required research/thesis	6
Total Credit Hours Required for Completion	30

Note: The above credit hours **MUST** match the credit hours in the *Curriculum Components of Proposed Program* table in Section V.G.



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B. Maximum number of credits that can be transferred in from another institution and applied to the program:

If the transfer credits are approved initially for the doctorate program, it will be applicable to the step out program for a maximum of 6 credit hours.

C. Intended program duration in semesters for full-time students: 4 semesters

D. Intended program duration in semesters for part-time students: 5 semesters

E. Does the program require students to demonstrate industry-validated skills, specifically through an embedded industry-recognized certification, structured [work-based learning](#) with an employer partner, or alignment with nationally recognized industry standards? Yes No

If yes, explain how these components fit with the required coursework.

F. Does the program include any concentrations? Yes No

If yes, provide an overview and identify these courses in the *Electives/Concentrations/Tracks* section in the Curriculum Components of Proposed Program Table in Section V.G.

G. Please provide all course information as indicated in the following table. Indicate new courses with “Y” in the associated column. If the course includes a required work-based learning component, such as an internship or practicum course, please indicate with a “Y” in the WBL column.

Program Name:	Advanced Disaster Research and Practice			
Program Level:	Graduate			
Curriculum Components of Proposed Program				
Course Number	Course Title	Credit Hours	New? (Y)	WBL? (Y)
General Education Courses (Undergraduate Only)				
Program Courses				
	Core Courses (3 hours each; 9 hours required)	9		
EM 812	Disaster Management Principles and Practice (required)	3		
EM 814	Interdisciplinary Disaster Theory and Research (required)	3		
EM 823	Institutional Context and Emergency Management Policy or	3		
EM 825	Systems Thinking and Applications in Emergency Management	3		



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	Practice Areas (3 hours each; 6 hours required)	6		
EM 832	Hazards Risk Management and Community Resilience (Required)	3		
EM 834	Risk-Based Response and Recovery Strategy Development and Operations or	3		
EM 843	Emergency Management Program Management	3		
Program Electives/Concentrations/Tracks				
	Electives (3 hours each; 9 hours required)	9		
EM 871	Voluntary and Nonprofit Disaster Management	3		
EM 873	Health Care Systems in Disaster	3		
EM 875	Risk Communication	3		
EM 877	Crisis Leadership and Management	3		
EM 878	IT Applications for Emergency Management	3		
EM 879	Spatial Analysis and GIS for Emergency Management	3		
Research/Thesis				
	Research Courses (3 hours each; 6 hours required)	6		
EM 853	Research Design (required)	3		
	Choose any one of the following:	3		
EM 855	Advanced Data Analysis	3		
EM 864	Qualitative Research	3		
EM 866	Evaluation Research	3		
*Total Credit Hours Required for Completion		30		

*Note: The total credit hours should equal the total credit hours in the Curriculum Overview table (V.B, p. 9).

IV. Program Resource Requirements

A. Proposed Program Faculty*

Current Faculty and Faculty to Be Hired

Complete the following **New Academic Degree Proposal Faculty Roster** to provide a brief summary and qualifications of current faculty and potential new hires specific to the program.

*Note: Institutions must maintain and have current as well as additional faculty curriculum vitae available upon ACHE request for as long as the program is active, but CVs are **not** to be submitted with this proposal.

In determining the qualifications of faculty members, the overall qualifications are considered in addition to the minimum qualifications shown in the table below.

Course Type or Level	Minimum Qualifications of Faculty
General Studies	Master's Degree with 18 Hours in the Teaching Discipline
Baccalaureate Courses	Earned Doctorate or Master's Degree in the Teaching Discipline OR Earned Doctorate or Master's Degree with a Concentration in the Teaching Discipline (minimum of 18 graduate semester hours)



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Graduate and Post-Baccalaureate	Earned Doctorate or Terminal Degree in Teaching Discipline or Related Discipline
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The minimum qualifications apply to all faculty, regardless of status, so regular full- and temporary full- and part-time faculty (including adjunct faculty, visiting faculty, special appointment faculty, as well as dual enrollment and distance education faculty) are qualified with the appropriate academic credentials. In addition to the minimum qualifications, the faculty member's work experiences, professional licensures, certifications in the related field, and, in some instances, qualifications as determined by the program accreditor are used. JSU uses both an initial and a yearly review process to justify faculty credentials.

In limited cases, a faculty member or potential faculty member may have alternate qualifications in a discipline that justify appointment as faculty in that field. A written justification of alternate qualifications must be provided by the department head and approved by the dean and provost.

All faculty in the Department of Emergency Management and Public Administration assigned to teach credit-bearing courses are expected to meet the established guidelines. Alternate qualifications for faculty who teach in the emergency management and public administration programs include faculty who are considered subject matter experts in the discipline but do not have a doctoral degree. These faculty do hold a master's degree in the discipline or a related discipline.

Listed in the table below are the faculty members currently teaching courses in the Doctor of Science in Emergency Management. With the proposed Master of Science in Advanced Disaster Research and Practice being a step-out opportunity for DSc students, the faculty are the same. The roster below shows the faculty teaching those courses in the proposed program.



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Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Dr. Laura Olson (FT)	<p>EM 812 Disaster Management Principles and Practice, Fall, D</p> <p>EM 834 Risk-Based Response and Recovery Strategy Development and Operations, Spring, D</p> <p>EM 871, Voluntary and Nonprofit Disaster Management, Summer, D</p>	<p>PhD, Public Administration, The George Washington University, 2012</p> <p>MA, German Philology, Literature, Linguistics, German of the Middle Ages. Heidelberg University, 2000.</p> <p>MA, Political Science, NATO, European Union. Heidelberg University, 2000.</p> <p>BA, Political Philosophy, German. Macalester College, 1990.</p>	<p>Area of Specialization: Public Policy & Organizational Behavior and Development</p> <p>Area of Concentration: Disaster Recovery</p> <p>Dissertation: Of Hell and High Water: Longitudinal Case Studies of the Internal and External Recovery Efforts of Non-Governmental Organizations after Hurricane Katrina</p> <p>Publications: Olson, Laura. (2022). The Global Context: Progression of the Pandemic across the World, the Role of the World Health Organization (WHO) and the Functioning of the Global Health Governance and Institutional System. In: L. Comfort & M.L. Rhodes (Eds.), <i>Countries in Crisis: Collective Cognition, Action and COVID-19</i>. Routledge Press.</p> <p>United Nations Reports: Olson, Laura & Leitmann, Josef. (2022). Handbook on Recovery Institutions: A Guidebook for Recovery Leaders and Practitioners. United Nations Development Programme: Bureau for Crisis Prevention and Recovery – UNDP.</p> <p>Olson, Laura. (2022). <i>Case Studies on Institutional Arrangements for Recovery</i>. United Nations Development Programme: Bureau for Crisis Prevention and Recovery – UNDP.</p> <p>Conference presentations: July 2023 - <i>Ethical aspirations in bureaucratic structures: A novel approach to identifying organizational blind spots in disaster recovery</i>. Natural Hazards Workshop.</p> <p>March 1, 2021 - <i>Mutual Aid as a Response to a Government Failure to Adapt to Co-Occurring Hazards</i>. American Society for Public Administration annual conference.</p> <p>July 16, 2020 – <i>Hope, Loss and Change</i>. International Researcher’s Meeting Natural Hazards Workshop.</p> <p>Service to Profession: Associate Editor, <i>International Journal of Disaster Response and Emergency Management</i> 2018-present Co-Editor, Special Issue of the <i>International Journal of Mass Emergencies and Disasters</i>. March 2020. ‘Living with Hurricanes’. Vol. 38(1)</p>



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Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Dr. David McEntire (PT)	EM 814, Interdisciplinary Disaster Theory and Research, Fall, D	PhD, International Studies. University of Denver, 2000 MA, International Studies. University of Denver, 1995. BA, International Relations/Spanish. Brigham Young University, 1991.	Dr. McEntire has taught and written extensively on emergency management and is a recipient of the Blanchard Award for Academic Excellence in Emergency Management Higher Education. Google Scholar: https://scholar.google.com/citations?hl=en&user=GuPoaJ0AAAAJ&view_op=list_works
Dr. Tanveer Islam (FT)	EM 825, Systems Thinking and Applications in Emergency Management, Summer, D EM 879, Spatial Analysis and GIS for Emergency Management, Spring, D	PhD, Land Use Planning, Management & Design, Texas Tech University, 2006 BS. Urban and Regional Planning, Bangladesh University of Engineering and Technology, Dhaka, 2002.	Certified Online Instructor, Jacksonville State University. (2016 - Present). Certified Floodplain Manager (CFM), Association of State Floodplain Managers. (2005 - Present).
Dr. Chan Wang (FT)	EM 832, Hazards Risk Management and Community Resilience, Fall, D	PhD, Public Administration and Policy, Arizona State University, 2023. MPA, Public Administration, Renmin University of China, 2018. BA, Public Administration and Policy, Renmin University of China, 2016.	
Dr. Alessandra Jerolleman (PT)	EM 843, Emergency Management Program Management, Spring, D	JD, Loyola University New Orleans School of Law, 2023 PhD, Urban Studies, University of New Orleans, 2013. MPA, Public Administration, University of New Orleans, 2006. BA, English / Spanish. Tulane University, 2003.	Certified Flood Plain Manager, ASFPM. (January 2007 - Present).



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Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Dr. Shih-Kai Huang (FT)	EM 853 Research Design, Spring, D EM 855 Advanced Data Analysis, Fall, D	PhD, Urban and Regional Science, Environmental Hazard Management. Texas A&M University, 2014 MS, Civil Engineering, Geotechnical Engineering. National Cheng Kung University, Taiwan, 2005. BS, Urban Planning. National Cheng Kung University, Taiwan, 2002.	Graduate Certificate in Environmental Hazard Management, Hazard Reduction and Recovery Center, TAMU. (August 15, 2014 - Present).



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Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Dr. Chongming Wang (FT)	EM 864 Qualitative Research, Spring, D EM 875 Risk Communication, Summer, D	PhD, Geography, Pennsylvania State University, 2016 MS, Geography, Pennsylvania State University, 2011. BS, Geography, Geographic Information System. East China Normal University, 2007	<p>Area of Specialization:</p> <p>Natural Hazards & Disasters • Vulnerability & Resilience • At-Risk Populations • Risk Perception & Communication • GIS Applications in Emergency Management</p> <p>Recipient of the Mary Fran Myers Scholarship. Natural Hazards Center. University of Colorado Natural Hazards Center, Boulder, CO. Recipient of the Gilbert F. White Award. Association of American Geographers. Hazards, Risks, and Disasters Specialty Group.</p> <p>Dissertation: Hurricane Risk Perception, Preparedness, and Evacuation Intention among Older Adults Thesis: Trapped in Place: The Vulnerability of the Elderly to Hurricane Hazards in Sarasota, Florida</p> <p>Refereed Publications:</p> <p>Wang, C., Rider, E., Manning, S., Fast, J., & Islam, T. (2023). Qualitative Analysis of the Lived Experience of Tornado Survivors and Factors Affecting Community Jacksonville, Alabama. <i>Weather, Climate, and Society</i>, 15(1), 133-144. (Impact Factor: 2.746)</p> <p>Hung, L. S., & Wang, C. (2022). Decision-making process related to climate change mitigation among married-couple households: A case study of Taiwan. <i>Mitigation and Adaptation Strategies for Global Change</i>, 27(8), 1-18. (Impact Factor: 3.583)</p> <p>Hung, L. S., & Wang, C. (2022). Integrating an intrahousehold perspective into climate change adaptation research. <i>Environmental Science & Policy</i>, 131, 143-148. (Impact Factor: 5.581)</p> <p>Academic/Profession Service:</p> <p>Co-Guest Editor, Women in Disaster Communication, special issue of <i>Frontiers in Communication</i>.</p> <p>Manuscript Reviewer, <i>Journal of Homeland Security and Emergency Management</i>, <i>International Journal of Disaster Risk Reduction</i>, <i>Disaster Prevention and Management</i> y Resilience: A Case Study of an EF3 Tornado in</p>



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Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Dr. Mark Landahl (FT)	EM 877 Crisis Leadership and Management, Spring, D	<p>PhD, Fire and Emergency Management Administration, Oklahoma State University, 2013</p> <p>M.A. Security Studies/Homeland Defense and Security, United States Naval Postgraduate School, 2006.</p> <p>B.A. Political Science, State University of New York College at Cortland, 1996.</p>	Graduate Certificate - Law Enforcement Intelligence Analysis (2008)
Dr. Scott Manning (FT)	EM 823 Institutional Context and Emergency Management Policy, Spring, D	<p>DSc, Emergency Management. Jacksonville State University, 2017.</p> <p>MS, Emergency Management. Jacksonville State University, 2008.</p> <p>CER, Emergency Management. Jacksonville State University, 2006.</p> <p>MPA, Public Administration. Jacksonville State University, 2005.</p> <p>BS, Environmental Studies. Old Dominion University, 2002.</p>	
Dr. David Thornton (FT)	EM 878, IT Applications for Emergency Management, Summer, D	<p>PhD, Computer Science, Auburn University, 2008</p> <p>MS, Computer Science, Software Engineering. Jacksonville State University, 2003.</p> <p>BS, Computer Science. Jacksonville State University, 2001.</p>	
Additional Faculty (To Be Hired)			
1	2	3	4
FACULTY POSITION (FT, PT)	COURSES TO BE TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
NONE			



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Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)

Abbreviations: (FT, PT): Full-Time, Part-Time; (D, UN, UT, G, DU): Developmental, Undergraduate Nontransferable, Undergraduate Transferable, Graduate, Dual: High School Dual Enrollment
 Course Modality: (IP, OL, HY, OCIS): In-Person, Online, Hybrid, Off-Campus Instructional Site
 Courses Taught/To be Taught – For a substantive change prospectus/application, list the courses *to be taught*, not historical teaching assignments.



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B. All Proposed Program Personnel

Provide all personnel counts for the proposed program.

Employment Status of Program Personnel		Personnel Information		
		Count from Proposed Program Department	Count from Other Departments	Subtotal of Personnel
Current	Full-Time Faculty	7	1	8
	Part-Time Faculty	2		2
	Administration			
	Support Staff	1		1
**New To Be Hired	Full-Time Faculty			
	Part-Time Faculty			
	Administration			
	Support Staff			
			Personnel Total	11

****Note: Any new funds** designated for compensation costs (Faculty (FT/PT), Administration, and/or Support Staff to be Hired) **should be included** in the **New Academic Degree Program Business Plan Excel file**. Current personnel salary/benefits (Faculty (FT/PT), Administration, and/or Support Staff) **should not be included** in the **Business Plan**.

Provide justification that the institution has proposed a sufficient number of faculty (full-time and part-time) for the proposed program to ensure curriculum and program quality, integrity, and review.

The program will not propose additional faculty since the new degree program is a step out option with courses taught in an existing program.

C. Equipment

Will any special equipment be needed specifically for this program? Yes No

If yes, list the special equipment. Special equipment cost should be included in the **New Academic Degree Program Business Plan Excel file**.

D. Facilities

Will any new facilities be required specifically for the program? Yes No

If yes, list only **new** facilities. New facilities cost should be included in the

New Academic Degree Program Business Plan Excel file.

Will any renovations to any existing infrastructure be required specifically for the program? Yes No



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If yes, list the renovations. Renovation costs should be included in the **New Academic Degree Program Business Plan Excel file.**

E. Assistantships/Fellowships

Will the institution offer any assistantships specifically for this program? Yes No

If yes, how many assistantships will be offered?

The expenses associated with any *new* assistantships should be included in the **New Academic Degree Program Business Plan Excel file.**

F. Library

Provide a brief summarization (one to two paragraphs) describing the current status of the library collections supporting the proposed program.

Will additional library resources be required to support the program? Yes No

If yes, briefly describe how any deficiencies will be remedied, and include the cost in the **New Academic Degree Program Business Plan Excel file.**

G. Accreditation Expenses

Will the proposed program require accreditation expenses? Yes No

If yes, briefly describe the estimated cost and funding source(s) and include cost in the **New Academic Degree Program Business Plan Excel file.**

H. Other Costs

Please explain any other costs to be incurred with program implementation, such as marketing or recruitment costs. Be sure to note these in the **New Academic Degree Program Business Plan Excel file.**

There will not be any additional costs incurred with this program implementation. This is a request for a step out program to an existing program that is fully funded by the institution.

I. Revenues for Program Support

Will the proposed program require budget reallocation? Yes No

If yes, briefly describe how any deficiencies will be remedied and include the revenue in the **New Academic Degree Program Business Plan Excel file.**

Will the proposed program require external funding (e.g., Perkins, Foundation, Federal Grants, Sponsored Research, etc.)? Yes No

If yes, list the sources of external funding and include the revenue in the **New Academic Degree Program Business Plan Excel file.**



Alabama Commission on Higher Education

Accessibility. Affordability. Coordination.

Please describe how you calculated the tuition revenue that appears in the **New Academic Degree Program Business Plan Excel file**. Specifically, did you calculate using cost per credit hour or per term? Did you factor in differences between resident and non-resident tuition rates?

This is a proposal for a step out option to an existing and fully funded program. No additional resources will be needed or expended to implement this program. Only students enrolled in the established DSc in Emergency Management will be given the option to enroll in this program.

New Academic Degree Program Summary/Business Plan

Use the Excel form from ACHE's Academic Program webpage located at <https://www.ache.edu/index.php/forms/>, named **New Academic Degree Program Business Plan**, to complete the New Academic Program Degree Proposal.

Instructions and definitions are provided in the Excel file. **The New Academic Degree Program Business Plan should be uploaded as an Excel file (.xlsx) in the Academic Program Review (APR) Portal.**

Since this is a step out program only for students within the existing DSc program, a business plan cannot be determined since the enrollment will be need based. No additional resources will be needed or expended to implement this program, it is simply an option for students.

ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION:	Jacksonville State University						
PROGRAM NAME:	MS in Advanced Disaster Research and Practice	CIP CODE:	43.0302				
SELECT LEVEL:	UNDERGRADUATE (BACHELOR'S)						

ESTIMATED *NEW* EXPENSES TO IMPLEMENT PROPOSED PROGRAM

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	TOTAL
FACULTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ADMINISTRATION/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
ASSISTANTSHIPS/FELLOWSHIPS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ACCREDITATION AND OTHER COSTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

***NEW* REVENUES AVAILABLE FOR PROGRAM SUPPORT**

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	TOTAL
REALLOCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXTERNAL FUNDING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TUITION + FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

ENROLLMENT PROJECTIONS

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

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	AVERAGE
FULL-TIME ENROLLMENT HEADCOUNT	No data reporting	7	9	10	10	10	10	9.33
PART-TIME ENROLLMENT HEADCOUNT		0	0	0	0	0	0	0.00
TOTAL ENROLLMENT HEADCOUNT		7	9	10	10	10	10	9.33
NEW ENROLLMENT HEADCOUNT		4	5	5	5	5	5	4.83
Validation of Enrollment			YES	YES	YES	YES	YES	

DEGREE COMPLETION PROJECTIONS

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

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	AVERAGE
DEGREE COMPLETION PROJECTIONS	No data reporting	0	2	3	4	5	5	3.80