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A C H E

**ALABAMA COMMISSION ON
HIGHER EDUCATION**

COMMISSION MEETING

June 21-22, 2007
9:00 a.m.

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

AGENDA

ALABAMA COMMISSION ON HIGHER EDUCATION

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

June 22, 2007
9:00 a.m.

- I. Call to Order
- II. Roll Call of Members and Determination of Quorum
- III. Approval of Agenda
- IV. Consideration of Minutes of February 6, 2007 and March 2, 2007-----1
- V. Chairman’s Report
- VI. Executive Director’s Report
- VII. Discussion Items
 - A. 2007 Regular Legislative Session Update.....7
Staff Presenter: Susan Cagle
 - B. Alabama Statewide Student Database Projects 17
Staff Presenter: Diane Sherman / Subrena Simpkins
- VIII. Decision Items
 - A. Policy on Distance Education ----- 18
Staff Presenter: Ellen Haulman
 - B. Recommendation on the Development of Doctor of Nursing Practice Programs -----21
Staff Presenter: Ellen Haulman
 - C. Academic Programs (*Policies and Procedures Manual, Tab 5B, Criteria for the Evaluation of Proposals for New Programs of Instruction*)
 - 1. Auburn University, Master of Design-Build in Design-Build (CIP 14.0401) -----24
Staff Presenter: Ellen Haulman
 - 2. University of Alabama at Birmingham, Masters in Engineering in Engineering with Tracks in Construction Engineering Management and Information Engineering and Management (CIP 14.0101)----- 33
Staff Presenter: Ellen Haulman
 - 3. University of South Alabama, Bachelor of Science in Emergency Medical Services-----43 (CIP 51.0904)
Staff Presenter: Ellen Haulman
 - 4. Drake State Technical College, Associate in Applied Technology and Certificate in Culinary Arts (CIP 12.0503) -----53
Staff Presenter: Ellen Haulman

D. Follow-up Action on Programs Receiving Waivers of Non-Viability -----	64
Staff Presenter: Ellen Haulman	
E. Approval of Off-Campus Sites (<u>Policies and Procedures Manual, Tab 9, Guidelines for the Regulation of Off-Campus Instruction</u>)	
1. Enterprise-Ozark Community College - Goodrich Aerostructures, Foley -----	70
Staff Presenter: Margaret Pearson	
2. Wallace State Community College - Northeast Alabama Community College Rainesville -----	73
Staff Presenter: Margaret Pearson	
F. Extensions/Alterations of Existing Programs and Units of Instruction (<u>Policies and Procedures Manual, Tab 6, Guidelines for Review of Extensions & Alterations of Existing Programs</u>)	
1. Jacksonville State University, Addition of Concentrations to the Existing Master of Science in Computer Systems and Software Design (CIP 11.0101)	76
Staff Presenter: Margaret Pearson	
2. Troy University, Addition of Concentration in International Economic Development to the Existing Master of Business Administration (CIP 52.0201).....	77
Staff Presenter: Margaret Pearson	
3. University of Alabama at Birmingham, Addition of a Track in Middle School Mathematics to the Existing Bachelor of Science in Mathematics (CIP 27.0101).....	78
Staff Presenter: Margaret Pearson	
4. University of Alabama at Birmingham, Addition of a Track in Medical Equipment and Supplies Distribution to the Existing Bachelor of Science in Industrial Distribution	79
Staff Presenter: Margaret Pearson	
5. University of Alabama at Birmingham, Addition of a Concentration in Philosophy and Political Economy within the B.A./B.S. in Economics (CIP 52.0601) and the B.A. in Philosophy (CIP 38.0101).....	80
Staff Presenter: Margaret Pearson	
6. University of North Alabama, Addition of a Option in Culinary Arts to the Existing Bachelor of Science in Human Environmental Sciences (CIP 19.0101).....	81
Staff Presenter: Margaret Pearson	
7. University of West Alabama, Addition of a Track in Criminal Justice to the Existing Bachelor of Arts and Bachelor of Science in Sociology (CIP 45.1101).....	82
Staff Presenter: Margaret Pearson	

IX. Information Items

- A. New Exempt Off-Campus Sites (Policies and Procedures Manual, Tab 9, Guidelines for the Regulation of Off-Campus Instruction)
Staff Presenter: Margaret Pearson
1. Alabama Southern Community College - Alabama Southern Life Tech Institute, Thomasville.....83
 2. Alabama Southern Community College - Wilcox Central High School, Camden.....86
 3. Bevill State Community College - First Baptist Church, Mt. Olive.....89
 4. Drake State Technical College - Union Chapel Education Complex, Huntsville.....93
 5. Reid State Technical College - Jefferson Davis Community College, Atmore.....97
- B. University of Alabama, Establishment of the Center for Ethics and Social Responsibility 100
Staff Presenter: Margaret Pearson
- C. Jacksonville State University, Curriculum Changes to the Bachelor of Science in Computer Science (CIP 11.0101) 101
Staff Presenter: Ellen Haulman
- D. University of Alabama at Birmingham
1. Establishment of the Center for Neurodegeneration and Experimental Therapeutics 102
Staff Presenter: Ellen Haulman
 2. Establishment of the Division of Critical Care and Perioperative Medicine in the Department of Anesthesiology..... 103
Staff Presenter: Ellen Haulman
 3. Implementation of an Intensive 24-36 month Curriculum in the Master of Science In Nursing Program..... 104
Staff Presenter: Margaret Pearson
- E. Programs Meeting Post-Implementation Conditions (Policies and Procedures Manual, Tab 6, Guidelines for Consideration of Post-Implementation Reports That Do Not Meet Approved Conditions)
1. Gadsden State Community College, Certificate in Masonry (CIP 46.0101)..... 105
Staff Presenter: Ellen Haulman
 2. Jacksonville State University, Bachelor of Science in Emergency Management 107 (CIP 49.9999)
Staff Presenter: Ellen Haulman

F. Changes to the Academic Program Inventory 112
Staff Presenter: Ellen Haulman

G. Implementation of Approved Programs..... 114
Staff Presenter: Ellen Haulman

H. Implementation of New Certificate Programs (Less Than or Equal to 29 Semester Hours)
In Selected Fields at Various Two-Year Colleges..... 115
Staff Presenter: Ellen Haulman

ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING

February 6, 2007

I. Call to Order

The Alabama Commission on Higher Education met in special session on Tuesday, February 6, 2007 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Brooks called the meeting to order at 2:00 p.m.

Commissioner Brooks introduced Commissioner Missy Ming Smith and welcomed her to the Commission. Guests and institutional presidents were also recognized.

II. Roll Call of Members and Determination of Quorum

Members present: J.R. Brooks, Ralph Buffkin, Tom Davis, Johnnie McDougald, Steve Shaw, Jeff Coleman, Missy Smith, and Andrew Linn. A quorum was determined by voice roll call of members present.

III. Approval of Agenda

RESOLVED: The discussion of the Alabama Consolidated Research Initiative & Technology Effort (ACRITE) proposal and the one billion dollar bond issue was added to the agenda. Shaw moved that the agenda be approved as amended. McDougald seconded. The agenda was approved as amended.

IV. Discussion Items

A. Alabama Consolidated Research Initiative & Technology Effort (ACRITE) Proposal

ACRITE is designed to promote technology-based research and economic development, encourage research collaboration, promote workforce development, and leverage state funding with investments from the federal government and private industry. The program will be funded through a line item in the ACHE budget. A copy of the proposal is attached.

RESOLVED: Commissioner Shaw stated that the Finance, Planning, & Accountability Committee recommends that ACHE proceed with the implementation of the ACRITE Proposal. Commissioners unanimously agreed.

B. One Billion Dollar Bond Issue

Commissioner Shaw stated that the Finance Committee recommends that if there is the possibility of a bond issue during the 2007 legislative session, the Commission will endorse a one billion dollar bond issue to the Governor and Legislature for the capital needs of K-12 and higher education.

RESOLVED: Commissioner Brooks called for the vote on the Finance Committee recommendation. Commissioners unanimously agreed.

Dr. William Meehan, President of Jacksonville State University, distributed documents to the Commissioners which explained historically the division of previous bond issues (copies attached).

RESOLVED: Buffkin moved that if granted, the bond issue be distributed by forty percent to higher education and sixty percent to K-12. Shaw seconded. The vote was 6 yes, 1 no, and 1 abstained. Motion passed.

V. Decision Items

A. Unified Budget Recommendation for FY 2007-08

A copy of the revised Unified Budget Recommendation was distributed to Commissioners (copy attached.) Ms. Susan Cagle explained revisions made during the Finance Committee meeting and asked for questions from Commissioners. She stated that the revised recommendation was accepted by the Council of Presidents.

RESOLVED: Commissioner Shaw moved for approval of the modified Unified Budget Recommendation for FY 2007-08 with the addition of \$200,000 based on the recommendation of the Finance, Planning, & Accountability Committee. Commissioner Smith seconded. Motion passed.

VI. Other Issues

Dr. Fitch announced that the staff received a Gold Award from the State Employee Combined Charitable Campaign for reaching a goal of 119.17% with 48.28% participation. Ms. Ellen Haulman, coordinator, was commended for her caring spirit and dedicated efforts.

He alerted Commissioners of the upcoming review of the Alabama Private School Licensing law issue that will be presented in March. A copy of the proposal to amend the law was distributed to Commissioners (copy attached).

VII. Adjournment

The meeting was adjourned at 2:30 p.m. The next meeting of the Commission is scheduled for March 2, 2007.

J.R. Brooks, Chairman

Gregory G. Fitch, Executive Director

Sworn to and subscribed before
me this the ____ day of _____
2007.

Notary Public

ALABAMA COMMISSION ON HIGHER EDUCATION

MINUTES OF MEETING

March 2, 2007

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, March 2, 2007 in the Public Service Commission Hearing Room, RSA Union Building, Montgomery, Alabama. Commissioner Brooks called the meeting to order at 9:00 a.m.

Commissioner Brooks welcomed all guests and acknowledged the Presidents in attendance.

II. Roll Call of Members and Determination of Quorum

Members present: J. R. Brooks, Ralph Buffkin, Tom Davis, Johnnie J. McDougald, Steve Shaw, Roberta Watts, Andrew Linn, Missy Smith, and Jeff Coleman. A quorum was determined by voice roll call of members present.

III. Approval of Agenda

RESOLVED: Commissioner McDougald moved for approval of the agenda. Commissioner Linn seconded. The agenda was unanimously approved.

IV. Consideration of Minutes

RESOLVED: Commissioner Watts moved for the approval of the December 8, 2006 minutes. Commissioner McDougald seconded. The minutes were approved.

V. Chairman's Report

Commissioner Brooks asked for moment of silence in memory of residents in Enterprise, Alabama who endured the tornado on March 1, 2007. On behalf of the commissioners, he conveyed condolences and sentiments to those affected by the tragedy.

Commissioner Brooks announced the resignation of Dr. Thomas Corts, Chancellor, Department of Postsecondary Education. He expressed his regrets and stated that it is the hope of the Commission that the State Board of Education is able to appoint someone who will return the postsecondary education system to the kind of stability that is needed in order to perform its function and work with all of higher education.

Commissioner Brooks announced the appointment of Dr. William Powell, III, Executive Vice President of the Alabama Cattleman's Association as a member of the Commission on Higher Education

VI. Executive Director's Report

Dr. Fitch thanked the Commissioners and institutional representatives who participated in the Committee of the Whole meeting on March 1, 2007. He recommended that since the decision items and information items were presented and approved at the Committee of the Whole meeting, that the Commissioners move through the agenda by voting for agenda items as a group. This will give more time to the presentation of the Eighth Quadrennial Evaluation Report and the report from EPSCoR.

VII. Discussion Items

A. Annual Report: Alabama Experimental Program to Stimulate Competitive Research (EPSCoR)

A power point presentation of the EPSCoR program was given by Dr. Keith McDowell, Executive Director, Alabama EPSCoR. A copy of the Annual Report to the Commission is attached.

Commissioner Brooks thanked Dr. McDowell for his presentation.

B. Discussion of Draft Distance Education Policy

Ellen Haulman presented an overview of the draft. She stated that the Policy had been reviewed by the Chief Academic Officers and that the final draft will also be reviewed by them. The Policy will be presented to the Commission for approval at the June, 2007 meeting.

VIII. Decision Items

RESOLVED: Commission Davis moved for approval of Decision Items A through D-2 as recommended by the Committee of the Whole. Commissioner Brooks called for the vote. Members unanimously approved Decision Items A through D-2.

A. Alabama State University, Master of Science in Occupational Therapy (CIP 51.2306)

B. Calhoun Community College

1. Addition of Options in Entrepreneurship and Real Estate to the Existing Associate in Applied Science in Business (CIP 52.0201)
2. Addition of Options in Industrial Maintenance and Electronic Instrumentation to the Existing Associate in Applied Science in Electrical Technology (CIP 46.0302)
3. Addition of an Option in Programming to the Existing Associate in Applied Science in Computer Information Systems (CIP 11.0101)
4. Addition of Options in Calibration, Technical Management, and Military Technology to the Existing Associate in Applied Science in Military Technology (CIP 29.0101)

C. Jefferson State Community College

1. Addition of Options in Microcomputer Applications, Computer Programming, Networking, and Web Technologies to the Existing Associate in Applied Science in Computer Science (CIP 11.0101)
2. Addition of Options in Landscape Horticulture, Plant Production, and Turfgrass to the Existing Associate in Applied Science in Agriculture (CIP 01.0101)

D. Auburn University

1. New Off-Campus Program, Doctor of Pharmacy in Pharmacy (CIP 51.2001) at the University of South Alabama
2. Merger of the Bachelor of Science in Operations Management (CIP 52.0205) into the Bachelor of Science in Transportation and Physical Distribution (CIP 52.0203) and Name Change to the Bachelor of Science in Supply Chain Management

E. Revision of Policy on Off-Campus Instruction

RESOLVED: Commissioner Davis moved for approval of the Policy on Off-Campus Instruction as amended and recommended by the Committee of the Whole. Commissioner Brooks called for the vote. Members unanimously approved the policy.

F. Report of the Eighth Quadrennial Evaluation Committee

Dr. Aimes McGuinness presented the Quadrennial Report to the Commission. Dr. Victor Vernon who also served as a member of the evaluation committee made comments on the report.

Commissioner Buffkin thanked Dr. McGuinness and the evaluation committee for their work. He stated that the recommendations are demand driven and that the Commission has the responsibility to meet the demands. In regard to the regional planning recommendation, he stated that it is highly important and that the Commission will accept all the recommendations of the Report and respond to them.

Commissioner Watts conveyed her appreciation to the evaluation committee for the opportunity to participate in the regional meetings. It afforded the opportunity to witness the tremendous amount of work that went into gathering information for the report. She stated that the Commission is now challenged with developing an approach to addressing the recommendations in the Report.

Commissioner Watts recommended to the full Commission that a work session of Commissioners be held to address strategies and approaches to be taken in response to the recommendations of the Report.

Commissioner Brooks encouraged the Commissioners to bring the report to Commission meetings. He informed Dr. Fitch that the Commissioners will be expecting status reports and asking questions as the recommendations are being addressed. He voiced concern as to how the staff of the Commission can continue to function in a regulatory role and yet become a planning and information organization without increase in staff.

In response to some of the recommendations in the report, Commissioner Brooks stated that the Commission does produce the UBR, which is a policy document but in many years has not been readily accepted. He also pointed out that the presence of non-resident institutions in the state has been addressed by the Commission. However, at a legislative hearing on the issue, the Commission was portrayed as trying to regulate private enterprise.

Dr. Fitch thanked Dr. McGuinness and expressed his appreciation for his leadership. He stated that it is important to note that in addition to representation from the two-year, four-year, and business sectors, and with the information from NHCEMS, the report also incorporates a K-12 perspective.

He stated that the staff has made progress in some areas and the report endorses some of the concepts already being addressed: 1) library resources, research, and workforce development (NAAL, EPSCoR, Dauphin Island Sea Lab); 2) PK-20 Initiative; 3) ACRITE; and 3) data collection.

RESOLVED: Buffkin moved that the Commission receive the Report of the Eighth Quadrennial Evaluation Committee. Davis seconded. Motion passed.

IX. Information Items

RESOLVED: Commission Davis moved for approval of Information Items A through D and F-I as recommended by the Committee of the Whole. Commissioner Brooks called for the vote. Members unanimously approved Information Items A through D and F-I.

Ellen Haulman gave a progress report on Information Item E: Study Related to Doctor of Nursing Practice Programs.

A. Auburn University

1. Change in the Name of the Department of Aviation Management and Logistics to the Department of Aviation and Supply Chain Management
2. Change in the Name of the Department of Health and Human Performance to Department of Kinesiology

B. University of Alabama at Birmingham, Change in the Name of the Biomedical Implant Center to the BioMatrix Engineering and Regenerative Medicine (BERM) Center

C. University of North Alabama, Notification of Intent to Offer the Bachelor of Arts and the Bachelor of Science in Sociology through Online Instruction (CIP 45.1101)

D. Programs Not Meeting Post-Implementation Conditions (Policies and Procedures Manual, Tab 6, Guidelines for Consideration of Post-Implementation Reports That Do Not Meet Approved Conditions)

1. Calhoun Community College, Associate in Applied Science in Aerospace Technology (CIP 15.0801)
- E. Progress Report on the Study Related to Doctor of Nursing Practice Programs
- F. Implementation of Approved Programs
- G. Implementation of New Certificate Programs (Less than or Equal to 29 Semester Hours) in Selected Fields at Various Two-Year Colleges
- H. Changes to the Academic Program Inventory
- I. Alabama Commission on Higher Education Accountability Agenda for Implementation of the State Plan for Alabama Higher Education 2003-04 to 2008-09: 2007 Master Schedule of Institutional Presentations. Alabama Code § 16-5-6 (1975)

X. Adjournment

The meeting was adjourned at 10:30 a.m. The next meeting of the Commission is scheduled for June 22, 2007.

J.R. Brooks, Chairman

Sworn to and subscribed before
me this the ____ day of _____
2007.

Gregory G. Fitch, Executive Director

Notary Public

DISCUSSION ITEM A: 2007 Regular Session Update

Staff Presenter: Ms. Susan J. Cagle
Director of Institutional Finance and Facilities

Staff Recommendation: For discussion only.

Background: The 2007 Regular Session of the Legislature began on March 6, 2007. A Regular Session can consist of no more than 30 Legislative (meeting) days, within a 105 calendar day period. Therefore, the session must end no later than June 18, 2007.

Education Trust Fund Budget

The major responsibility of the legislature each regular session is the passage of the General Fund budget and Education Trust Fund (ETF) budget. These budgets contain the state appropriations for all state agencies, K-12, and Higher Education. The ETF budget has been approved by the Legislature but has not been signed by the Governor at the time of this report. The ETF budget bill approved by the Legislature (HB 213) included a 15.08% increase for the senior institutions and a 3.86% increase for the two-year colleges. A detailed analysis of the FY 2007-2008 ETF bill is attached.

The Commission's O&M budget was increased by \$300,000. The Alabama Student Assistance Program (ASAP) received an increase of 158%. The FY 2007 allocation for the program is \$1,721,558. The allocation for FY 2008 is \$4,443,116. An analysis of the ACHE FY 2008 budget is attached.

Included in HB 213 was an allocation for the State Department of Education for a Teacher Recruitment Incentives program. The allocation amount was \$2,725,000. Although the funding for the program goes to the State Department, the Commission on Higher Education has been designated to administer the funds and distribute them to students graduating from high school or already enrolled in college who sign a contract to become a teacher. A copy of pages 23 and 24 from HB 213 has been attached for a further explanation of this program. Commission staff will meet with staff from the State Department of Education to develop a plan for dispersal of these funds.

Capital Bond Issue Bill

HB 21, a bill to authorize the Alabama Public School and College Authority to sell and issue bonds in order to provide funds to pay the cost of a capital outlay and deferred maintenance program for K-12 schools, two-year schools and higher education, was approved by the House but not by the Senate, as of the writing of this report. This version of the bill was for a total amount of \$1,063,385,022. \$877,885,022 was split between K-12

and Higher Education. K-12 received \$658,640,175 (75.03%) and Higher Education received \$219,244,505 (24.97%). An additional \$185,500,000 was allocated to a number of other education related entities such as the Department of Youth Services (\$14,000,000), the Department of Rehabilitation Services (\$11,000,000), training for workers for new and expanded industries (\$20,000,000), State Troopers/Corrections Training Facility (\$24,500,000), and \$55,000,000 for the Alabama School and College Education Incentive Fund.

Other Bills of Interest

A number of other bills of interest related to ACHE's service were introduced during the 2007 Regular Session including the following:

- 1) HB 385- provides for a 7% increase for public education employees and a one-time bonus for retirees.
- 2) HB 343 – provides for a deduction for contribution to the PACT program or the College Education Savings Program.
- 3) HB466/SB365 – amends Section 16-33-A-1 of the Code of Alabama, to allow certain nonprofit institutions to qualify for funds from the Alabama Student Grant Program.
- 4) HB540 – amends Section 16-5-10 of the Code of Alabama to provide that the power that ACHE has to authorize and regulate programs offered by non-Alabama institutions wouldn't apply if those institutions were accredited by a national or regional accrediting body and which have a physical campus in the state.
- 5) HB667/SB395 - prohibits a state employee, public education employee, or a person who performs services under a personal or professional services contract with the state or certain public education institutions from holding an elected state office. This bill would also allow persons currently serving as elected state officials on the effective date of the act to either voluntarily resign their employment or resign their elected office.
- 6) HB753/SB444 – provides for the transfer of the Private School Licensure Program and services for proprietary schools from the Department of Postsecondary Education to ACHE.
- 7) SB456 – established and provided for the Foundation for Alabama Research Incentives.

A more complete list of bills of interest will be provided at the June 22, 2007 Commission meeting.

Confirmations

Section 16-5-2(a) of the Code of Alabama states that the members of the Commission "shall be appointed . . . by and with the advice and consent of the Senate." Dr.

William Powell and Ms. Missy Ming Smith were appointed by the Speaker of the House, Seth Hammett and Governor Bob Riley, respectively to fill vacancies on the Commission. Their names were sent to the Senate Confirmations committee where they were both approved. They were approved by the Senate on May 29, 2007.

Section 16-5-4(d) of the Code of Alabama states "the appointment of the executive director [of the Alabama Commission on Higher Education] shall be subject to confirmation by the Senate. Failure of the Senate to confirm the executive director shall result in his or her dismissal within 90 days thereafter." Dr. Fitch's appointment as executive director of the Commission was sent to the Senate Confirmations committee where he was approved. He was approved by the Senate on May 29, 2007.

Updates on the ETF budget, the bond issue bill, and other matters related to the 2007 Regular Legislative Session will be made at the June 22, 2007 Commission meeting.

Supporting Documentation:

1. Analyses of FY 2007-2008 ETF budget bill (HB 213)
2. Analyses of FY 2007-2008 ACHE budget
3. Pages 23 and 24 from HB 213

To be supplied at the June 22, 2007 Commission meeting:

4. Analyses of the latest version of the Bond Issue bill
5. List of Bills of interest introduced during the FY 2007 Session

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, June 22, 2007

Description	FY 2006-2007 As Passed ETF Budget	FY 2007-2008 As Passed ETF Budget	Difference As Passed to FY 2006-2007	% Change As to FY 2006-2007
HIGHER EDUCATION				
UA SYSTEM	528,504,296	606,180,794	77,676,498	14.70%
UA (O&M)	170,699,493	197,531,422	26,831,929	15.72%
Special Outreach Prg (O&M)	100,000	100,000		
Minority Tech Network (O&M)	500,000	700,000	200,000	40.00%
AL Ctr for Civic Life (O&M)		250,000	250,000	
Total UA	171,299,493	198,581,422	27,281,929	15.93%
UAB (O&M)	305,179,308	348,929,308	43,750,000	14.34%
Minority Bus Trning-Econ Develop Pgm (O&M)	500,000	500,000		
Summer Healthcare Enrichment Pgm (O&M)	200,000		(200,000)	-100.00%
Gregory Fleming James Cystic Fibrosis Prm (O&M)	150,000	150,000		
Dept of Emerg Medicine (O&M)	500,000		(500,000)	-100.00%
High School Athletic Training Pgm (O&M)		250,000	250,000	
Total UAB	306,529,308	349,829,308	43,300,000	14.13%
UAH (O&M)	50,675,495	57,770,064	7,094,569	14.00%
AL Office of the State Climatologist (O&M)				
Total UAH	50,675,495	57,770,064	7,094,569	14.00%
A&M (O&M)	38,402,521	43,642,614	5,240,093	13.65%
Black Archive Museum (O&M)	50,000	100,000	50,000	100.00%
Extension-Urban Affairs&NonTraditional Ld Grt Pgm	3,769,987	3,913,247	143,260	3.80%
Ag Research Station Fixed Costs	300,000	300,000		
Ag Res & Ext-State Match	1,501,585	1,501,585		
Total A&M	44,024,093	49,457,446	5,433,353	12.34%
ASU (O&M)	37,779,042	45,831,108	8,052,066	21.31%
Coop Efforts to Enhance Comm Ed Institutions (O&M)	750,000	1,150,000	400,000	53.33%
Dormitory Renovation (O&M)	200,000	200,000		
Salary Increases (O&M)	2,000,000		(2,000,000)	-100.00%
Desegregation Planning	184,906	184,906		
Title VI Prog Enhancement	1,657,477	1,657,477		
Total ASU	42,571,425	49,023,491	6,452,066	15.16%
ATHENS (O&M)	13,363,281	15,059,802	1,696,521	12.70%
McCandell Hall Restoration Project (O&M)	100,000		(100,000)	-100.00%
Total ATHENS	13,463,281	15,059,802	1,596,521	11.86%
AU SYSTEM				
AU (O&M)	187,213,780	216,212,789	28,999,009	15.49%
School of Pharmacy (O&M)	1,000,000	1,000,000		
Econ Res Services to St. Dept of Finance (O&M)	150,000	150,000		
Fire Ant Eradication/Res (O&M)	200,000	200,000		
Auburn University Airport (O&M)				
Auburn University Autism Center (O&M)				
College of Architecture & Building Sciences (O&M)				
Jules Collins Smith Art Museum (O&M)		100,000	100,000	
Veterinary School Large Animal Pgm (O&M)		50,000	50,000	
Total AU	188,563,780	217,712,789	29,149,009	15.46%
AUM O&M	26,623,346	30,230,105	3,606,759	13.55%
S.E.R.I.E.S Program (O&M)	287,500	337,500	50,000	17.39%
Further Implementation of SMART Budgeting (O&M)	150,000	150,000		
GAAT/CPM Pgm (O&M)	150,000	150,000		
School of Government (O&M)				
Total AUM	27,210,846	30,867,605	3,656,759	13.44%
AU-Ag Exper Station	34,730,026	41,192,188	6,462,162	18.61%
AU-Cooperative Ext Service	37,515,680	44,607,934	7,092,254	18.90%
AU SYSTEM	288,020,332	334,380,516	46,360,184	16.10%
JSU (O&M)	41,514,403	46,770,131	5,255,728	12.66%
AL Small Bus Inst of Commerce (In 2Yr Coll in FY 06) (O&M)	1,200,000	1,700,000	500,000	41.67%
Alabama Writing Project (O&M)		60,000	60,000	
Wellness Initiative (O&M)		500,000	500,000	
Total JSU	42,714,403	49,030,131	6,315,728	14.79%
UM (O&M)	21,278,835	24,040,295	2,761,460	12.98%
UNA (O&M)	30,133,495	33,707,514	3,574,019	11.86%
USA (O&M)	119,638,263	138,168,037	18,529,774	15.49%
Center for Strategic Health Innovations (O&M)	500,000		(500,000)	-100.00%
Cancer Research Institute (O&M)	250,000		(250,000)	-100.00%
Center for Prevention of Birth Defects (O&M)				
Total USA	120,388,263	138,168,037	17,779,774	14.77%
UWA (O&M)	13,694,841	15,392,622	1,697,781	12.40%
Medical Schools without Walls (O&M)	420,000	876,000	456,000	108.57%
Regional Wellness & Fitness Center (O&M)		150,000	150,000	
Economic & Small Bus Development Prm (O&M)	250,000	250,000		
National Young Farmers Ed Assoc (O&M)		50,000	50,000	
Black Belt Treasures Initiative (O&M)		250,000	250,000	
Total UWA	14,364,841	16,968,622	2,603,781	18.13%
TROY (O&M)	52,067,717	57,800,763	5,733,046	11.01%
Interpreter's Program (O&M)		250,000	250,000	
FTE Equity Project (O&M)		4,000,000	4,000,000	
CTR for International Bus & Econ Development (O&M)		100,000	100,000	
Total TROY	52,067,717	62,150,763	10,083,046	19.37%
TOTAL SR INSTITUTIONS	1,197,530,981	1,378,167,411	180,636,430	15.08%

The UAB Special Mental Health and AL A&M Miles College Consortium (FY 2006 & FY 2007) are included in the Other Higher Education section of this analysis.
The C.I.T.Y Program transferred from DYS to ADPE is included under the K-12 section of analysis.

ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, June 22, 2007

Description	FY 2006-2007 As Passed ETF Budget	FY 2007-2008 As Passed ETF Budget	Difference As Passed to FY 2006-2007	% Change As to FY 2006-2007
POSTSEC ED SYSTEM				
Two-Year College System	341,743,610	354,951,931	13,208,321	3.86%
Adult Basic Education (previously in SDE)	16,428,598	18,854,342	2,425,744	14.77%
Fire College	5,707,838	6,294,000	586,162	10.27%
Prison Ed	8,004,930	8,004,930		
Prison Ed-Therapeutic Education			2,000,000	
Special Populations Training	5,150,000	5,150,000		
Continuing Education for EMT Personnel				
Workforce Development		7,649,760	7,649,760	
Mine Safety Training Program	250,000	300,000	50,000	20.00%
Marion Institute		7,403,879	7,403,879	
Alabama Technology Network		6,925,000	6,925,000	
Small Business Center Network		1,900,000	1,900,000	
Truck Driver Training - Central AL CC		350,000	350,000	
ADPE Chancellor's Office	4,834,547	5,935,249	1,100,702	22.77%
TOTAL 2-YR SYSTEM	382,119,523	425,719,091	43,599,568	11.41%
SUBTOTAL ALL INSTITUTIONS	1,579,650,504	1,803,886,502	224,235,998	14.20%
AL A&M- Miles College Consort.	353,252	550,000	196,748	55.70%
AIDT Institute	11,980,352	20,889,085	8,908,733	74.36%
Am Legion Scholarships	112,500	112,500		
Medical Scholarships	1,300,000	1,600,000	300,000	23.08%
Optometric Scholarships	188,000	188,000		
Dental Scholarships	185,000	408,000	223,000	120.54%
Nursing Board	57,000	557,000	500,000	877.19%
Dependents Blind Parents	12,750	12,750		
MESC/Dauphin Island	3,790,737	5,010,737	1,220,000	32.18%
Marion Institute (70%)	374,644		(374,644)	-100.00%
Talladega College	885,009	1,000,000	114,991	12.99%
Tuskegee Univ	10,142,502	13,581,285	3,438,783	33.90%
Military Operations Program		1,200,000	1,200,000	
Dept Veterans' Affairs	21,272,728	23,400,001	2,127,273	10.00%
UAB-Special Ment Health	4,132,177	4,132,177		
UAB-Biotechnology Initiative				
In-service Ed Centers*	2,724,286	3,824,286	1,100,000	40.38%
Obligations Due to CV 83-M1676-S	10,503,783	12,331,958	1,828,175	17.40%
Knight Attorney Fees & Other	2,500,000		(2,500,000)	-100.00%
A&M Knight Capital	7,300,000		(7,300,000)	-100.00%
ASU Knight Capital	25,800,000		(25,800,000)	-100.00%
ACHE Knight Student Asst Prog	10,000,000		(10,000,000)	-100.00%
Retiree Bonus - Higher Ed		11,983,084	11,983,084	
Telephone Rev Ed Fund (additional funds found in Other section)	1,350,000	1,350,000		
TOTAL OTHER HIGHER ED	114,964,720	102,130,863	(12,833,857)	-11.16%
ACHE				
Operations	2,634,090	2,934,090	300,000	11.39%
Statewide Programs				
School & University Partnership for Education Renewal Program	100,000	200,000	100,000	100.00%
Articulation System	450,000	500,000	50,000	11.11%
SREB	716,271	841,271	125,000	17.45%
NAAL	321,655	750,000	428,345	133.17%
Ed Grant Prog	2,769,471	3,569,471	800,000	28.89%
Nat'l Guard Sch Prog	675,143	675,143		
Student Asst Prog	1,721,558	4,443,116	2,721,558	158.09%
EPSCOR	1,000,000	1,450,000	450,000	45.00%
Policeman's Survivor	137,000	137,000		
Chiropractic Sch Prog	32,000	32,000		
Teacher Ed Scholarship Loan Program				
AL Consolidated Res Initiative & Tech Effort				
AL Agricultural Land Grant Alliance	6,500,000	7,850,000	1,350,000	20.77%
Total ACHE	17,057,188	23,382,091	6,324,903	37.08%
TOTAL HIGHER EDUCATION	1,711,672,412	1,929,399,456	217,727,044	12.72%

ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, June 22, 2007

Description	FY 2006-2007 As Passed ETF Budget	FY 2007-2008 As Passed ETF Budget	Difference As Passed to FY 2006-2007	% Change As to FY 2006-2007
K-12 EDUCATION				
Dept. of Education	177,447,057	264,312,431	86,865,374	48.95%
Local Boards of Education	3,792,163,578	4,130,291,627	338,128,049	8.92%
Subtotal K-12	3,969,610,635	4,394,604,058	424,993,423	10.71%
OTHER K-12 EDUCATION				
Dept Mental Health	27,168,772	29,526,510	2,357,738	8.68%
ARC Community Based Programs	3,291,760	5,091,760	1,800,000	54.68%
Dept Youth Services (C.I.T.Y. Program moved to 2-yr College)	7,510,855	8,744,817	1,233,962	16.43%
C.I.T.Y. Programs (Previously in DYS)	5,135,174	7,100,947	1,965,773	38.28%
Marion Institute (30%)	160,562		(160,562)	-100.00%
Lyman Ward Mil Acad	249,760	300,000	50,240	20.12%
School of Fine Art	5,288,424	7,825,799	2,537,375	47.98%
AL Hi Sch/Math & Sci.	6,475,615	7,160,011	684,396	10.57%
Building Commission	615,625	796,971	181,346	29.46%
Children's Affairs	4,436,986	11,027,857	6,590,871	148.54%
Retiree Bonus - K-12		19,949,458	19,949,458	
Sixteenth Section Land Interest		8,940,243	8,940,243	
Finance-Compt-Teach Sick Leave Upon Death	900,000	900,000		
Subtotal Other K-12	61,233,533	107,364,373	46,130,840	75.34%
TOTAL K-12 EDUCATION	4,030,844,168	4,501,968,431	471,124,263	11.69%
Dept. of Education line does not include In-Service Ctr. It is included in Other Higher Education Section.				
OTHER ETF APPROPRIATIONS				
AL Inst Deaf & Blind	47,689,892	52,236,056	4,546,164	9.53%
Archives & History	3,214,072	4,504,529	1,290,457	40.15%
Buskey Penny Trust Fund	588,454	588,454		
Dept of Ment Hlth-Camp ASCCA	520,148	520,148		
Child Abuse Board	1,872,535	2,198,349	325,814	17.40%
Community Services Grant Comm	13,800,000	14,766,000	966,000	7.00%
Council on the Arts	4,878,778	5,823,785	945,007	19.37%
Debt Service	19,931,966	15,375,775	(4,556,191)	-22.86%
Debt Service Reserve	4,328,000		(4,328,000)	-100.00%
Rehab Services Dept.				
Child's Rehab Services	12,957,894	14,798,305	1,840,411	14.20%
Early Child Intervention	4,883,177	7,272,449	2,389,272	48.93%
Homebound Prog	5,328,677	5,996,443	667,766	12.53%
Hemophilia Prog	1,560,958	1,612,364	51,406	3.29%
Rehabilitation Services	11,741,069	12,682,738	941,669	8.02%
Rehabilitation Projects	1,184,798	1,484,798	300,000	25.32%
Respite Related Services & Training	50,000	50,000		
Dept Public Health	14,050,785	19,101,172	5,050,387	35.94%
Dept of Youth Services	45,892,800	50,819,342	4,926,542	10.73%
Dept of Youth Services-Pending Chalkville Settlement (est.)	12,500,000		(12,500,000)	-100.00%
DSMD Supercomputer	6,202,328	6,939,218	736,890	11.88%
Educational Television Comm	8,884,209	10,911,634	2,027,425	22.82%
Examiners of Pub. Accts.	6,552,892	7,966,278	1,413,386	21.57%
Family Practice Rural Hlth Bd	1,447,703	1,612,703	165,000	11.40%
Governor's Office of Faith Based & Community Initiatives	150,000	150,000		
AL Historical Resources Management Prgm				
Human Resources	15,489,100	15,864,100	375,000	2.42%
Law Institute	206,899	224,087	17,188	8.31%
Legislative Fiscal Office	270,787	297,787	27,000	9.97%
Legislative Reference Office	103,160	113,160	10,000	9.69%
Peace Officers' Std & Trng	794,481	840,264	45,783	5.76%
Physical Fitness	719,892	919,892	200,000	27.78%
Public School & College Authority				
Proration Prevention Account	165,888,327		(165,888,327)	-100.00%
Public Library Service	11,863,834	13,316,999	1,453,165	12.25%
Rainy Day Account	71,993,229		(71,993,229)	-100.00%
Repayment to Finance -ISD				
Sickle Cell Ed Prog	1,544,269	1,652,269	108,000	6.99%
Space Science Exhibit Comm	500,000	700,000	200,000	40.00%
Sports Hall of Fame - Bryant Jordan Scholarships				
Retiree Bonus - Other Ed		467,153	467,153	
Telephone Rev Ed Fund (additional funds found in HE section)	50,000	50,000		
TOTAL OTHER ETF APPR	499,635,113	271,856,251	(227,778,862)	-45.59%
GRAND TOTAL ETF	6,242,151,693	6,703,224,138	461,072,445	7.39%

ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, June 22, 2007

Description	FY 2006-2007 As Passed ETF Budget	FY 2007-2008 As Passed ETF Budget	Difference As Passed to FY 2006-2007	% Change As to FY 2006-2007
TOTAL HIGHER EDUCATION	1,711,672,412	1,929,399,456	217,727,044	12.72%
TOTAL K-12 EDUCATION	4,030,844,168	4,501,968,431	471,124,263	11.69%
TOTAL OTHER ETF APPR	499,635,113	271,856,251	(227,778,862)	-45.59%
GRAND TOTAL ETF	6,242,151,693	6,703,224,138	461,072,445	7.39%
TOTAL HIGHER EDUCATION	27.42%	28.78%	47.22%	
TOTAL K-12 EDUCATION	64.57%	67.16%	102.18%	
TOTAL OTHER ETF APPR	8.00%	4.06%	-49.40%	
GRAND TOTAL ETF	100.00%	100.00%	100.00%	
TOTAL HIGHER EDUCATION	1,711,672,412	1,929,399,456	217,727,044	12.72%
TOTAL K-12 EDUCATION	4,030,844,168	4,501,968,431	471,124,263	11.69%
TOTAL K-12 & HIGHER EDUC	5,742,516,580	6,431,367,887	688,851,307	12.00%
PERCENT HIGHER EDUCATION	29.81%	30.00%	31.61%	
PERCENT K-12 EDUCATION	70.19%	70.00%	68.39%	
TOTAL HIGHER EDUCATION	1,711,672,412	1,929,399,456	217,727,044	12.72%
TOTAL SR INSTITUTIONS	1,197,530,981	1,378,167,411	180,636,430	15.08%
TOTAL 2-YR SYSTEM	382,119,523	425,719,091	43,599,568	11.41%
OTHER HIGHER EDUCATION	132,021,908	125,512,954	(6,508,954)	-4.93%
TOTAL K-12 EDUCATION	4,030,844,168	4,501,968,431	471,124,263	11.69%
TOTAL OTHER ETF APPR	499,635,113	271,856,251	(227,778,862)	-45.59%
GRAND TOTAL ETF	6,242,151,693	6,703,224,138	461,072,445	7.39%
CONDITIONAL APPROPRIATIONS:				
CHILDREN'S AFFAIRS, DEPT. OF- Office of School Readiness (\$500,000 released)	1,000,000		(1,000,000)	
CAMP ASCCA (released)	226,085		(226,085)	
ED: K-12 FOUNDATION PROGRAM - for Other Current Expenses (released)	17,000,000		(17,000,000)	
MENTAL HEALTH & MENTAL RETARDATION DEPT- for ARC-type community based programs (released)	190,000		(190,000)	
PUBLIC HEALTH DEPT- For AIDS ALABAMA				
ED, STATE BD OF - TWO YEAR COLLEGE SYSTEM	500,000		(500,000)	
ED, STATE BD OF - TWO YEAR COLLEGE SYSTEM-Workforce Development		22,000,000	22,000,000	
HIGHER EDUCATION, COMMISSION ON- EPSCoR	500,000		(500,000)	
SUPERCOMPUTER	1,000,000		(1,000,000)	
UNIVERSITY OF ALABAMA at BIRMINGHAM - Chauncey Sparks	166,519		(166,519)	
UNIVERSITY OF MONTEVALLO (released)	350,000		(350,000)	
UNIVERSITY OF NORTH ALABAMA (released)	350,000		(350,000)	
TOTAL CONDITIONAL APPROPRIATIONS (FY 07 unreleased amount \$2,666,519)	21,282,604	22,000,000	717,396	3.37%

ALABAMA COMMISSION ON HIGHER EDUCATION
 Friday, June 22, 2007

Alabama Commission on Higher Education
 State Funds Only

Program / Activity	FY 2006-07	FY 2007-08	Difference	
	As Passed (\$)	As Passed (\$)	FY 2007-08 to FY 2006-07 (\$)	(%)
Planning & Coordination:				
Operations and Maintenance	2,634,090	2,934,090	300,000	11.39
SUPER - Humanities Foundation	100,000	200,000	100,000	100.00
Subtotal Planning and Coordination	2,734,090	3,134,090	400,000	14.63
Student Assistance:				
Alabama Student Assistance Program	1,721,558	4,443,116	2,721,558	158.09
Alabama Educational Grant Program	2,769,471	3,569,471	800,000	28.89
National Guard Educational Assistance Program	675,143	675,143		
Technology Scholarships for Alabama Teachers				
Policeman/Firefighter Survivor's Scholarships	137,000	137,000		
Chiropractic Scholarships	32,000	32,000		
Subtotal Student Assistance	5,335,172	8,856,730	3,521,558	66.01
Support of Other Educational Activities:				
Southern Regional Education Board	716,271	841,271	125,000	17.45
Network of Alabama Academic Libraries	321,655	750,000	428,345	133.17
Experimental Program to Stimulate Competitive Research (EPSCoR received a \$500,000 conditional appropriation in FY 2006-07 that has not been released)	1,000,000	1,450,000	450,000	45.00
Articulation and General Studies Committee	450,000	500,000	50,000	11.11
Subtotal Support of Other Educational Activities	2,487,926	3,541,271	1,053,345	42.34
Alabama Agricultural Land Grant Alliance	6,500,000	7,850,000	1,350,000	20.77
Total	17,057,188	23,382,091	6,324,903	37.08

HB213

		Education Trust Fund	Earmarked Funds	Appropriation To- tal
1	of the Code of Alabama 1975 to			
2	every parent with a child in			
3	Alabama public schools.			
4	English as a			
5	Second Language			
6	Students Pro-			
7	gram		5,339,800	
8	Based on the 2006-07 school			
9	system count supplied to the			
10	Alabama Department of Educa-			
11	tion by each local superinten-			
12	dent of education, herein is			
13	appropriated on a per student			
14	basis to be utilized by local			
15	school boards to provide as-			
16	sistance to students not uti-			
17	lizing English as their native			
18	language so they may become			
19	proficient in reading, writ-			
20	ing, and speaking English at			
21	the earliest possible time.			
22	Tenure Arbitra-			
23	tion Costs . . .		900,000	
24	Of the above appropriation for			
25	Tenure Arbitration Costs,			
26	\$400,000 shall be transferred			
27	to fund the Office of the At-			
28	torney General for performance			
29	of arbitration services, in-			
30	cluding administration of the			
31	State's tenure laws (Code of			
32	Alabama 1975, Section			
33	36-26-115) by the Office of			
34	Administrative Hearings, Divi-			
35	sion of Administrative Law			
36	Judges.			
37	Teacher Incen-			
38	tive Pay		750,000	
39	Teacher Re-			
40	cruitment In-			
41	centives		2,725,000	
42	The State Board of Education			
43	shall designate certain areas			
44	of critical needs for class-			
45	room teachers. These needs may			

HB213

	Education Trust Fund	Earmarked Funds	Appropriation To- tal
1	be in subject matter areas,		
2	grade levels, geographic loca-		
3	tion, race or gender. The		
4	scholarship funds appropriated		
5	herein shall be administered		
6	by the Alabama Commission on		
7	Higher Education (ACHE) and		
8	shall be disbursed to students		
9	graduating from high school or		
10	already enrolled in college		
11	who sign a contract to become		
12	teachers. Upon completion of		
13	the course of study leading to		
14	certification each new teacher		
15	shall perform one year of ser-		
16	vice in an Alabama public		
17	school classroom for each year		
18	of scholarship funding re-		
19	ceived. Each year of scholar-		
20	ship shall be forgiven for		
21	each year of Alabama public		
22	school service. In the event		
23	the contract is violated the		
24	outstanding amount of money		
25	owed shall be repaid with		
26	eight percent interest. ACHE		
27	shall award scholarships based		
28	upon a combination of student		
29	need and academic success on		
30	previous study undertaken. The		
31	scholarships awarded may be up		
32	to \$10,000 per year for stu-		
33	dents preparing to teach in		
34	areas of need determined by		
35	the State Board of Education.		
36	Ten percent of this allocation		
37	may be used in conjunction		
38	with Future Teachers of Ala-		
39	bama to strengthen high school		
40	initiatives aimed at recruit-		
41	ing students to become teach-		
42	ers.		
43	Distance Learn-		
44	ing	20,325,000	
45	Job descriptions shall be de-		
46	veloped by the State Depart-		
47	ment of Education for posi-		
48	tions funded by this appropri-		

<u>Discussion Item B:</u>	<u>Alabama Statewide Student Database Projects</u>
<u>Staff Presenters:</u>	Diane Sherman, Director of Research Services Subrena Simpkins, Institutional Research Analyst
<u>Staff Recommendation:</u>	For discussion only.
<u>Background:</u>	<p>Staff has completed Fall 2006 mandated reports from the Alabama Statewide Student Database. These reports include the High School Report, the Tuition/Residency Report, the Transfer/Migration Report and the Retention Report. In addition to these reports, staff has produced several other reports from the Student Database that are posted on the Commission web site at www.ache.state.al.us/Reports.</p> <p>Staff is also actively involved in several other projects that utilize data from the Student Database. These projects encourage collaboration between the Commission, the institutions, the Alabama Department of Education, the Alabama Department of Postsecondary Education and the Alabama Department of Industrial Relations.</p> <p>Staff is now releasing the Institutional Student Profiles for Fall 2006. These profiles will be distributed to the ACHE Commissioners, Presidents/Chancellors, institutional contacts and all members of the Alabama Legislature. The profiles are also published at www.ache.state.al.us/profiles on the Commission website.</p> <p>The Institutional Student Profiles have been well-received the last two years and have proven to be a beneficial document. The profiles include data that has already been published on the Commission website; however, it utilizes a different format and offers a one-page visual summary of various categories of data about students at each Alabama public institution.</p>
<u>Supporting Documents:</u>	Available upon Request.

DECISION ITEM A: Policy on Distance Education

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: That the Commission approve the attached policy, as revised.

Background: In January, the staff generated two policy drafts for consideration by the Commission. The policy drafts were in response to comments submitted by institutional representatives and members of the Commission concerning the draft off-campus revisions (December 6th meeting packet). Many of these comments were discussed at the Committee of the Whole meeting on December 5.

In response, the staff extracted references to distance education from the off-campus revision and developed a separate policy draft for distance education. The original distance education draft was posted to the Commission's Public Forum from January 12 through January 31. Notice of the public review was sent to the institutions and to members of the Commission at the time of the posting. In addition, the policy draft was on the agenda of the February 20 meeting agenda of the university chief academic officers (CAO). At that meeting the CAO requested the opportunity to draft by May 15 an alternate policy for consideration by the Commission. The staff's draft also was discussed at the committee meetings prior to the March 2 Commission meeting. During those discussions, members of the Commission requested that both the staff and the CAO documents be placed in the Public Forum on the Commission's website for review.

Following the March meeting, the staff made revisions to the original draft, based on written and oral comments from the Commission and institutional representatives. The revision is attached. As of May 16, 2007, no alternate policy draft had been submitted by the CAO.

Public Review: The staff's revised draft was placed in the Public Forum on the Commission website on May 16, 2007. Additional changes were made to the draft based on institutional comments received during the review period.

Supporting Documentation:

1. "Distance Education Policy," [draft] attached.
2. Comments on the draft from the public and the academic community will be provided to the Commission under separate cover.

Alabama Commission on Higher Education

Distance Education Policy

Distance Education is a formal educational process using technological delivery in which instruction occurs where students and instructors are not in the same place. Instruction may be synchronous or asynchronous. Distance education may employ audio, video, or computer technologies. Distance education, distance learning, and e-learning are recognized by the Commission as being synonymous terms. Academic courses or programs are considered to be distance education entities when over fifty percent of the content is delivered through distance education modes.**

The Commission on Higher Education supports the use of distance education by public higher education institutions in the state as one means of providing higher education opportunities to Alabama citizens and to other students who are enrolled at Alabama public institutions. Institutions are to set tuition for distance education offerings, ensuring that they meet statutory requirements. Institutions providing distance education courses or programs are expected to be in full compliance with the standards and/or requirements of any appropriate governing or accreditation authorities.

Units of instruction offered by Alabama public institutions and funded by state appropriations, including distance education offerings, are subject to Commission approval by statute. The Commission also has statutory responsibility for data collection related to funding recommendations, statewide planning, and various state and national reports. Therefore, the Commission's distance education policy addresses three fundamental areas, listed below.

1. Relationship to the ACHE Standard:

For the purpose of inclusion in state formula calculations, student data from distance education offerings must meet one of the following criteria:

- Students who are enrolled at Alabama public higher education institutions and whose legal permanent address is within the state of Alabama;
- Students who are enrolled at Alabama public higher education institutions and whose domicile is within the state of Alabama, except for federal military reservations;
- Students who are enrolled at Alabama public higher education institutions who are residents of counties in adjacent states within fifty miles of a campus of an institution, provided that the campus existed and operated as of January 1, 1996 (Fifty-Mile County).
(Administrative Code, Chapter 300-2-3, Rule .03.)

Implementation - See Note A at the end of this policy.

2. Data Collection:

- The Commission will collect data as deemed necessary on all distance learning students enrolled in credit courses at Alabama public institutions to meet federal, regional, and state requirements.

3. Relationship to the Commission's Academic Program Inventory:

- In order for student data from such programs to be included in state formula calculations and any Commission data collection, academic programs offered through distance education by Alabama public institutions must have been approved by the Commission on Higher Education and must be listed in the Commission's Academic Program Inventory with no restriction to a military base.
- Programs approved by the Commission on Higher Education do not require additional Commission approval to be configured and offered as distance education programs. However, institutions preparing to offer existing programs as distance education offerings must report this intent to the Commission prior to implementation.
- The Commission on Higher Education does not require approval of individual courses for distance education purposes.

Note A. For data collection purposes, implementation in relation to the ACHE Standard will begin in Academic Year 2008-09 (FY 2010-11) and will not be fully implemented until the Fiscal Year 2012-13 Unified Budget Recommendation.

** Based on Council on Occupational Education (COE) and Southern Association of Colleges and Schools/Commission on Colleges (SACS/COC) definitions

DECISION ITEM B: Recommendation on the Development of Doctor of Nursing Practice Programs

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: The following recommendations concerning future Doctor of Nursing Practice (DNP) programs are based on data collected in the document, "The Doctor of Nursing Practice: A Background Paper for Alabama:"

1. That the Commission consider the approval of one additional DNP program for the state, if need and demand for the program is confirmed through the proposal review process. In approving a program, consideration should be given to the current resources available at the proposing institution and the location of the institution.
2. That the Commission adopt a moratorium until October 1, 2010, on approval of other stand-alone DNP programs.
3. That the Commission encourage other institutions with master's level nursing programs to use the moratorium period to explore opportunities for collaborative arrangements (such as joint, shared, cooperative, or off-campus programs) with the existing program(s). In addition, the institutions should consider "reconceptualizing" the existing master's programs along the lines recommended by the American Association of Colleges of Nursing (AACN).

- Rationale:
1. Since the approval of the DNP at the University of South Alabama in September 2006, four institutions have submitted Notifications of Intent to Submit a Proposal for DNP programs. Considering data received from other states, it seems unlikely that five programs are needed for a state the size of Alabama.
 2. The staff believes that there is a need in the northern half of the state for one additional DNP program to accommodate present need and demand.
 3. The staff recommends the moratorium on the approval of additional stand-alone programs to give time for the clarification of the market for DNPs. In addition, this moratorium would give time for the existing program at USA and the prospective program to provide statistical evidence of the demand for the degree through applications and admissions.
 4. The staff also recommends that the moratorium extend until 2010 to allow other institutions sufficient time to explore all options for existing master's

programs. The expiration of the moratorium in October 2010 still would allow time for the development of any additional DNP programs that may prove to be needed before the 2015 transition date established by AACN.

Background:

In September 2006, the Alabama Commission on Higher Education approved a new academic program, the Doctor of Nursing Practice (DNP), for the University of South Alabama (USA). During the review of the program proposal, representatives from state public institutions informed the staff that several institutions would be seeking to offer the DNP. Consequently, as part of the staff recommendation, the staff suggested that a study regarding the DNP be conducted before additional programs were considered by the Commission. After some debate concerning the purpose of the study, members of the Commission indicated that a study was desired but that the Commission was not formally adopting a plan for the study at the time of the approval of the USA program.

Between September 2006 and April 2007, the Commission staff conducted research related to the DNP. The purpose was to gather background documents and data to inform future Commission decisions regarding the need and placement of any additional DNP programs in the state of Alabama.

Building on information gathered during the review of the USA program, the staff collected background materials and data from the internet, as well as through surveys and telephone interviews. Information taken from the website of the American Association of Colleges of Nurses during review of the USA program was confirmed and updated through discussion with Dr. Fay Raines, the incoming president of the organization and the dean of nursing of the University of Alabama in Huntsville. The staff of the Southern Regional Education Board (SREB) provided the results of a DNP survey that was conducted in the fall of 2006.

The staff sent surveys to two groups, deans of nursing schools that currently offer the DNP and the academic officers of the State Higher Education Executive Officers (SHEEO) agencies. The purpose of the survey sent to nursing deans was to get a sense of the development of DNP programs across the country. The purpose of the SHEEO survey was to find out how other states are responding to the DNP from a statewide planning perspective.

Finally, the staff spoke with Beverly Malone, chief executive officer of the National League for Nursing (NLN). Dr. Malone provided the staff with a copy of the NLN's position statement, which was released to the public on April 9, 2007.

Public Review:

“The Doctor of Nursing Practice: A Background Paper for Alabama,” (May 2, 2007) was placed on the Commission’s website in the Public Forum on May 7, 2007. Public comments were compiled and will be provided to the Commission under separate cover.

Supporting Documentation:

1. Alabama Commission on Higher Education, Division of Instruction, Planning, and Special Services, “The Doctor of Nursing Practice: A Background Paper for Alabama,” (May 2, 2007). Provided under separate cover; also available at:
<http://www.ache.state.al.us/Reports/Index.htm>.

DECISION ITEM C-1: Auburn University, Master of Design-Build in Design-Build (CIP 14.0401)

Staff Presenter: Mrs. Ellen Haulman
Staff Associate for Instruction

Staff Recommendation: That the Commission approve the proposed Master of Design-Build (MDB) in Design-Build with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented June 2008. Based on Commission policy, the proposed program must be implemented by June 2009 or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2008-09, will be at least 7, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2008-09 through 2012-13 will be at least 6, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

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 July 2013.

Rationale: This recommendation for approval is based on the following key points:

1. The program will meet the emerging need for professionals trained in design-build development and delivery process of construction projects.
2. The program will make use of current resources within AU's College of Architecture, Design, and Construction in the program's collaborative curriculum.

3. The program will be unique in the state of Alabama and will be one of only a few such programs in the nation.
4. Because of existing resources, AU projects that a total of \$39,350 in new funds will be needed for the new program, and a total of \$756,666 will be available through tuition, internal reallocation, and external sources.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
1. Summary of Background Information, attached.
2. Curriculum for Proposed Program, attached.
3. Auburn University proposal dated December 2006. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Alabama Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION Auburn University

PROGRAM Master of Design-Build in Design-Build

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
FACULTY	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
LIBRARY	<u>\$750</u>	<u>\$500</u>	<u>\$500</u>	<u>\$500</u>	<u>\$500</u>	<u>\$2,750</u>
FACILITIES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EQUIPMENT	<u>\$2,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$6,000</u>
STAFF	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
GRADUATE ASSISTANTS	<u>\$5,400</u>	<u>\$5,400</u>	<u>\$6,300</u>	<u>\$6,300</u>	<u>\$7,200</u>	<u>\$30,600</u>
TOTAL	<u>\$8,150</u>	<u>\$6,900</u>	<u>\$7,800</u>	<u>\$7,800</u>	<u>\$8,700</u>	<u>\$39,350</u>

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
INTERNAL REALLOCATIONS	<u>\$53,000</u>	<u>\$53,000</u>	<u>\$53,000</u>	<u>\$53,000</u>	<u>\$53,000</u>	<u>\$265,000</u>
EXTRAMURAL	<u>\$0</u>	<u>\$0</u>	<u>\$45,000</u>	<u>\$45,000</u>	<u>\$45,000</u>	<u>\$135,000</u>
TUITION	<u>\$60,816</u>	<u>\$63,857</u>	<u>\$67,050</u>	<u>\$80,460</u>	<u>\$84,483</u>	<u>\$356,666</u>
TOTAL	<u>\$113,816</u>	<u>\$116,857</u>	<u>\$165,050</u>	<u>\$178,460</u>	<u>\$182,483</u>	<u>\$756,666</u>

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2008-09	2009-10	2010-11	2011-12	2012-13	5-YEAR AVERAGE
FULL-TIME ENROLLMENT	<u>7</u>	<u>7</u>	<u>7</u>	<u>8</u>	<u>8</u>	<u>7</u>
NEW ENROLLMENT HEADCOUNT	<u>7</u>	<u>7</u>	<u>7</u>	<u>8</u>	<u>8</u>	<u>7</u>
DEGREE COMPLETION PROJECTIONS	<u>6</u>	<u>6</u>	<u>6</u>	<u>7</u>	<u>7</u>	<u>6</u>

Attachment 2

Summary of Background Information

Master of Design-Build in Design-Build
Auburn University

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

Objectives: There are three major objectives of the proposed program: student learning through experience/context based learning; student learning through working with practicing architects and constructors to learn and assimilate current best practices; and training future leaders in design-build best practice. Learning outcomes of the degree will result in enabling the student to:

1. Understand and develop the multi-discipline integrative approach required for the design-build process.
2. Pursue research and methods to eliminate any abstraction in the process path between design and construction.
3. Develop graphic, written, and oral communication techniques which foster a total integrated approach to design-build practice.
4. Integrate art, craft, and cultural values into the science of building.
5. Develop an ability to select, distill, and apply a variety of methodologies and theoretical approaches to specific design-build challenges.
6. Learn critical cost, management, and scheduling decision-making techniques available in the design-build process.
7. Participate in team collaborative activities.

Learning outcomes will be assessed in the following ways:

1. Each student will contribute to an actual problem-based learning project. They must demonstrate significant contribution and success in the coordination, direction, analysis, construction (when applicable) and design of a design-build project.
2. In the process of the actual project, the students will be required to prepare and submit the proper documentation and approvals at all stages of external review in the process. External reviewers include state, local, and municipal agents such as the city government, different levels of the client's organization, the Planning Commission, Building Inspectors, Code Officials, and the Zoning Board. Without the approval of these authorities the project could not be completed.
3. Exit interviews with graduates.
4. Grade contribution by external industry mentor/collaborator.
5. Faculty assigned grade.
6. Future curricular requirements will train students to complete Design Build Institute of America's Certificate of Mastery Exam.

A survey of graduates five years after graduating from the program will collect information on employment history, project types pursued and salary range.

Administration: The program will be administered by the College of Architecture, Design, and Construction.

Review of Proposal by Persons External to Institution:

Peer Review: The Notification of Intent to Submit a Proposal and the program proposal were circulated to the Alabama Council of Graduate Deans (ACGD) for review. The ACGD provided comments and questions on the NISP and on the proposal itself. Questions to AU included requests for additional documentation of need for the program and student demand,

a clarification of the curriculum, and further information on funding for the program. Comments from the ACGD and AU's responses are summarized in the related sections below.

After receiving the responses from AU, the ACGD voted an overall recommendation of the program by a vote of 5 to 0 with no abstentions.

Accreditation: There is not a specific accreditation agency for Design-Build academic programs.

Certification: There is a certificate that graduates of the Design-Build program could pursue. The Design Build Institute of America (DBIA) is a membership organization founded in 1993, which recently created the "Certificate of Mastery." Graduates of the proposed program would be eligible to take the assessment test which leads to this certificate. The DBIA requires certain courses to be completed before taking the "Certificate of Mastery" assessment. Some content in these required courses is not currently taught in the coursework currently in place. However, program officials stated that there are plans to integrate this content in the future, so that graduates could qualify and then use the "Certificate of Mastery" as part of their credentials.

Curriculum: AU recently developed eight new elective courses as a part of its Master of Building Construction program. These new courses will be incorporated into the proposed Design-Build program.

BSCI 7510	Design-Build Studio	7 sh
BSCI 7520	Design-Construction Studio	6 sh
BSCI 7550	Collaborative Practice	3 sh
BSCI 7530	Design-Construction Summary Completion Studio	7 sh
BSCI 7960	Alternative Practices in the Design-Construction Industry	3 sh
BSCI 6970	Special Problems: Executive Issues	3 sh
5000/6000*	Dessein/ACAD: Computer Aided Design	3 sh
7000*	Dessein/ACAD: Advanced Modeling Software/Computer Aided Design	3 sh

* Course content is indicated. Course numbers may differ as the numbering is currently under review by the University Curriculum Committee.

A total of thirty-five semester hours (sh) will be required for the program. This includes twenty-six sh of design-build core courses and nine sh of graduate level directed elective courses. In addition, students are required to maintain written and photographic observations and analysis of their design-build project.

The ACGD evaluation requested additional information on the curriculum. AU provided detailed information on the primary courses. The response also included a typical range of directed electives, reiterating that students will be able to take graduate level seminar and support courses in Industrial Design, Building Science, Landscape Architecture, and Community Planning.

Collaboration: There are no design-build programs such as this existing in Alabama. In Alabama, only AU and Tuskegee University offer both architecture and construction education. According to AU, the proposed program will offer the opportunity for graduates from these two Alabama institutions to continue their studies if accepted into the graduate program.

Distance Education: The proposal stated that distance education technology will be used to provide courses for students, training for underserved communities, and continuing education workshops for professionals. The goal for the proposed program is for students to serve the entire state of Alabama through outreach projects. Opportunities will arise based on the projects. As these projects move further away from the main campus, courses via distance education technology can assist delivery of courses and reduce travel for the students. As part of a community outreach project, AU hopes to be able to share learning resources with communities served by the institution. Distance education will be one of the main ways to

accomplish this goal. Continuing educational workshops for design and construction professionals will be utilized as a way to integrate students and professionals.

Admissions: Master of Design-Build candidates must meet the general requirements for admission into the Graduate School at Auburn University as detailed in the Auburn University Graduate School Admission Requirements.

The general requirements for admission into the Graduate School at Auburn University include:

- Bachelor's degree or its equivalent from an accredited college or university
- Graduate Record Exam
- Successful international applicants must score at least 550 on the Test of English as a Foreign Language (TOEFL) paper version (pBT), 213 on the computer version (cBT), and 79 on the internet version (iBT). Additionally, successful applicants must score minimums of 16 on the listening, reading, speaking, and writing components of the internet version. Auburn will also accept a 6.5 on the International English Language Testing System (IELTS) exam.
- Three letters of recommendation (to be mailed directly to the College of Architecture, Design and Construction)
- International applicants must demonstrate full financial sponsorship if accepted into a graduate program, proof of a comprehensive medical insurance plan and submit an Official Statement Of Financing for International Students Form for the relevant academic year.
- One official transcript of all undergraduate and any graduate credits from each school previously attended.

According to the proposal, it is not necessary that an applicant have a construction based background; however, the proposal stated that it is recommended that applicants have some experience in a related field. A visual display (in the form of a portfolio, photos, charts, graphs, or papers) demonstrating the expertise of the candidate should be submitted directly to the College of Architecture, Design and Construction. When the applicant is from a design background, a portfolio of work may be requested in order to judge the overall design capability of the applicant in comparison to other design-based applicants that are otherwise equal based on the general admission requirements.

Need: The proposal stated that the program will complement the existing Master's in Building Construction. While the existing program is a management degree for the construction industry, the proposed program will be a collaborative program between design, architecture, and construction. The new program, which is an emerging model, will be influenced by both the disciplines of architecture and building science, but will be distinctly different than traditional training in those related disciplines.

According to the proposal, since Design-Build is a rising delivery and implementation method in the design and construction industry, job openings may not be traditional and include a spectrum of opportunities in construction firms, civil engineering firms, architecture firms, interiors firms, and material supplier firms as well as in design-build firms.

AU stated that information regarding placement of undergraduate and graduate students in the traditional Building Science options is helpful in projecting employment placement, although the information does not cover the entire spectrum of job opportunities available to potential Master of Design-Build graduates. Because of the high demand for Building Science students, the College of Architecture, Design, and Construction, Department of Building Science has implemented a placement program with a Director and Assistant Director of Placement to help students coordinate with employers. The Department of Building Science handles their entire job placement in-house and not through the University. Based on that historical record over the last 10 years, 95-96 percent of all the graduates have been offered jobs and over 50 percent have had multiple offers. The Department also tracks the average salary range of graduates and maintains close ties with alumni as evidenced by the 157 donors for the recent construction of the new M. Miller Gorrie Center housing the Department of Building Science.

The proposal stated that students from the Department of Building Science are in such high demand that every year between 30 and 35 companies contact the department and come to interview AU students. According to AU program officials, typically the same companies come back year after year because they consistently find highly qualified individuals that come out of the building science program.

According to a 2004, ZeigWhite's survey of Design and Construction firms, "80 percent of all firms surveyed predicted an increase in the use of design-build in the next five years," and, "Integrated design-build firms expect 80 percent of their revenues to be from design-build projects in ten years. Construction firms estimate that number at 50 percent." Already the design-build process is used in the European Community and in Japan for 50 percent and 70 percent, respectively, of non-residential projects. The proposed program is designed to provide architects and builders with the tools to compete successfully in this changing environment and take leadership in the Design-Build practice in the United States.

Currently there is only one program in the Southern Regional Education Board (SREB) states that contains a design-build component. Similar programs that exist nationally are at the following institutions:

1. Georgia Institute of Technology (SREB institution)
2. Stanford University
3. University of Oklahoma
4. Washington State University
5. Worcester Polytechnic Institute
6. California Polytechnic State University (undergraduate)

Members of the Council of Graduate Deans requested additional evidence of need for the program. AU responded that Design-Build is an emerging project delivery method that has been acknowledged by a number of industry organizations as an alternative to traditional design and construction practices. Such organizations as the Associated General Contractors of America, the American Institute of Architects, and International Federation of Consulting Engineers are active in promoting, facilitating, or regulating design-build project delivery methods. Through the proposed program, students with backgrounds in architecture, building science, engineering, and other related disciplines will be able to add an additional element of expertise in design-build on top of their previous education and experience. The program also will have the unique quality of working with clients who normally would not have the opportunity or means to work with a design team.

Student Demand: Estimates of student demand are largely based on interest in coursework related to design-build currently available in the Master of Building Construction program. Since this coursework was added to the existing program in 2005, eight master's students have chosen these courses as part of their curriculum.

The ACGD requested additional information regarding student demand. AU responded that initial evidence of student demand had come through strong interest expressed by undergraduate Building Science and Architecture students at AU and by Architecture students from Tuskegee University. The Architecture program at AU graduates approximately forty students per year, while the Building Science program graduates approximately 30 students. Program officials also reported that the department receives approximately sixty inquiries per year regarding design-build opportunities associated with the Rural Studio, an ongoing outreach program of the AU College of Architecture, Design, and Construction. Approximately ten are accepted yearly for non-degree design-build type work through the Rural Studio. Also, since January 2007, there have been at least 25 inquiries via telephone or the internet regarding the design-build curriculum.

Resources:

Faculty/Staff: According to the proposal, there currently are two full-time and one part-time faculty members available to implement the master's program. A vita was provided for each faculty member.

AU expects to hire one additional part-time new faculty member during the first five years of the program; however, the position will be reallocated from an existing position and will not require additional funds. Qualifications for new faculty will be based on the specific expertise needed as the program develops. It is projected that the new faculty member may be a specialist in Design-Build, Building Construction, Architecture, Business or other related fields that are integral to the collaborative design-build process.

The College of Architecture, Design, and Construction dean's office staff and administration will handle student application review and related coordination with the Graduate School. One full-time support staff member works for the Design-Build program on administrative work, project support, and grant writing duties.

Equipment/Facilities: According to the proposal, the following additional equipment will be immediately needed for the program:

Trailer (for hauling supplies to construction sites)	\$1,000
Annual Project Tool Allowance (\$1000/year)	\$1,000

Students in the program will be able to use equipment for digital presentation and publications that is available currently in the College of Architecture, Design, and Construction. As the program grows, such equipment might be purchased for the specific use of the Design-Build master's program.

Facilities: The College of Architecture, Design and Construction currently rents office and studio space in a house adjacent to campus. The proposed program will need 3 faculty offices, an administrative office, one space to double as a studio and seminar room, and a computer lab/digital imaging studio. These spaces will be available on campus in July 2008, eliminating the need for rent.

Library: The library collections at AU's Ralph Brown Draughon library and the branch library at the College of Architecture, Design, and Construction are adequate to support instruction and research for the program. The interdisciplinary nature of the discipline includes collections in architecture, building science/construction management, engineering, and business, all of which are represented by excellent library holdings.

Graduate Assistantship/Fellowship Stipends: The College of Architecture, Design and Construction will provide one permanent Master of Design-Build Graduate Research Assistantship. A minority Graduate Research Assistantship may be available also, if funding is available.

Additional Graduate Teaching Assistantship stipends are contingent on funding from external sources to the College of Architecture, Design and Construction on a per project basis. The total number and amount of externally funded stipends will vary each year. It is estimated that at least 3 to 4 additional Graduate Research Assistantship positions can be funded from sources external to the College each year.

Program Budget: AU projects that a total of \$39,350 in estimated new funds will be required to support the proposed program, and a total of \$756,666 will be available through tuition, extramural sources, and internal reallocation. The tuition projection is based on Alabama resident tuition for three semesters (10-15 credit hours per semester) of \$8,688 per student. A five percent increase in tuition is factored in for years two through five.

Attachment 3

**Master of Design-Build
Curriculum by Semester**

Summer Semester (13 credits)

BSCI 7510 Design-Build Studio (7 credits)

BSCI 6970 Special Problems: Executive Issues (3 credits)

Directed Elective (3 credits)

Fall Semester (12 Credits)

BSCI 7520 Design-Construction Studio (6 credits)

BSCI 7550 Collaborative Practice (3 credits)

Directed Elective (3 credits)

Spring Semester (10 Credits)

BSCI 7530 Design-Construction Summary Completion Studio (7 credits)

Directed Elective (3 credits)

DECISION ITEM C-2: University of Alabama at Birmingham, Masters in Engineering in Engineering with Tracks in Construction Engineering Management and Information Engineering and Management (CIP 14.0101)

Staff Presenter: Mrs. Ellen Haulman
Staff Associate for Academic Affairs

Staff Recommendation: That the Commission approve the proposed Masters in Engineering (MEng) in Engineering with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2007. Based on Commission policy, the proposed program must be implemented by June 2009 or Commission approval is null and void. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years, beginning 2007-08, will be at least 30, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2007-08 through 2011-12 will be at least 10, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment or job advancement, or in being accepted for further graduate or professional study.
4. That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

University of Alabama at Birmingham (UAB) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 2012.

Rationale: This recommendation for approval is based on the following key points:

1. The program will meet a need documented by engineering associations and professionals in the

Birmingham area for a professional graduate degree in engineering which incorporates project management instruction.

2. The program will incorporate existing offerings and resources at UAB and will build on existing master of engineering programs.
3. The flexibility available in the curriculum is expected to attract students who desire to meet the requirements for professional development in their current employment.
4. UAB officials project that \$340,000 in new funds will be required over the first five years to support the program and that \$896,760 in tuition will be available for this purpose.

Public Review

The program was posted in the Commission website from March 5, 2007 until March 26, 2006 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
1. Summary of Background Information, attached.
2. Curriculum for Proposed Program, attached.
3. University of Alabama at Birmingham proposal dated February 12, 2007. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Alabama Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION University of Alabama at Birmingham

PROGRAM Master of Engineering in Engineering

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2007-08	2008-09	2009-10	2010-11	2011-12	TOTAL
FACULTY	<u>\$60,000</u>	<u>\$60,000</u>	<u>\$70,000</u>	<u>\$70,000</u>	<u>\$80,000</u>	<u>\$340,000</u>
LIBRARY	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
FACILITIES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EQUIPMENT	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
STAFF	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
OTHER	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$60,000</u>	<u>\$60,000</u>	<u>\$70,000</u>	<u>\$70,000</u>	<u>\$80,000</u>	<u>\$340,000</u>

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2007-08	2008-09	2009-10	2010-11	2011-12	TOTAL
INTERNAL REALLOCATIONS	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EXTRAMURAL	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TUITION	<u>\$102,360</u>	<u>\$198,600</u>	<u>\$198,600</u>	<u>\$198,600</u>	<u>\$198,600</u>	<u>\$896,760</u>
TOTAL	<u>\$102,360</u>	<u>\$198,600</u>	<u>\$198,600</u>	<u>\$198,600</u>	<u>\$198,600</u>	<u>\$896,760</u>

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2007-08	2008-09	2009-10	2010-11	2011-12	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	<u>28</u>	<u>34</u>	<u>45</u>	<u>55</u>	<u>55</u>	<u>43</u>
NEW ENROLLMENT HEADCOUNT	<u>28</u>	<u>30</u>	<u>30</u>	<u>30</u>	<u>30</u>	<u>30</u>
						4-YEAR AVERAGE
DEGREE COMPLETION PROJECTIONS	<u>0</u>	<u>5</u>	<u>10</u>	<u>10</u>	<u>15</u>	<u>10</u>

Attachment 2

Summary of Background Information

Master of Engineering in Engineering
University of Alabama at Birmingham

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

Objectives: The objectives of this program are to provide an educational program which will expand the professional engineer's knowledge in his or her discipline and to provide an educational program that will build the engineer's expertise in selected areas of business. Graduates of this program will be able to:

1. Demonstrate advanced knowledge and skills in a selected technical area.
2. Demonstrate and understand:
 - a. Leadership and professional ethics
 - b. Effective communication
 - c. Project management methods and tools
 - d. Globalization issues impacting the construction environment
 - e. Business processes
 - f. Effective evaluation of emerging technologies
 - g. Entrepreneurial thinking
3. Exhibit the drive to continue to grow professionally.
4. Assume leadership roles in industry, the profession, and the community, exhibiting strong ethics and character values.

According to the proposal, specific goals, objectives and outcomes will be established for each course in consultation with advisors from industry, so that the program goals and objectives are met. Effectiveness of courses and individual student progress will be assessed in a manner similar to what is used for the ABET accreditation process to be sure that all goals, objectives and outcomes are met. Results of these assessments will be used to improve the courses. At the end of the student's program, each student will be asked to complete a questionnaire which will provide important feedback for continuous improvement of the entire program. After graduation, the progress of graduates will be tracked after 2, 4 and 6 years post-graduation.

Administration: The program will be administered by the College of Engineering.

Review of Proposal by Persons External to Institution:

Peer Review: The Notification of Intent to Submit a Proposal and the program proposal were circulated to the Alabama Council of Graduate Deans (ACGD) for review. The ACGD provided comments and questions. Questions to UAB included whether the addition of tracks in existing programs could satisfy the need for the program, whether the program would be duplicative of other programs, whether the proposed program title was appropriate, and whether the plan for program assessment was adequate. Question summaries and USA's responses are given in the related sections below.

After receiving the responses from UAB, the ACGD voted to approve the program 4 yes to 2 no with 1 abstention. Final comments included continued concerns that the title of the program did not contain the word "Management," on the nature of the assessment plan proposed, and on the lack of an external evaluation. [Staff note: Commission guidelines do not require an external evaluation for a master's program proposal.] Two deans wrote statements advocating the program's approval.

Accreditation: Engineering programs are accredited by the Accreditation Board for Engineering and Technology (ABET); however, ABET currently will not accredit both an undergraduate and a graduate program in the same discipline at an institution. All undergraduate engineering programs at UAB are accredited by ABET. Since these undergraduate programs will support the proposed master's program, accreditation will not be sought for this program.

Curriculum: Four new courses have been developed for this program:

CE 649 Construction Contracts, Liability, and Dispute Resolution
CE 672/EE 607 Advanced Project Management
CE 647 Applied Statistics for Engineering and Construction Risk Management
CE 596 Construction Methods and Technology

A total of thirty-three (minimum) semester hours (sh) is required for the program. This includes 18-21 sh in engineering/technical area courses and 12-15 sh in business-related courses.

In response to questions from the staff, UAB provided the following additional information regarding the curriculum.

USA officials stated that an anticipated attraction of the program would be the flexibility available to students to style a curriculum that most specifically meets their needs and perhaps the needs of their employer. There are several courses in the proposed program that are expected to appeal to most participants in the program regardless of their specific field of interest. In order to maintain maximum flexibility for the students, the current proposal requires three core courses (3 hours each and thus totally 9 out of the 33 hours required for the degree) to be included in all student degree programs. The three core courses are:

EE 605 Managing Innovation and Emerging Technology
EE 611 Strategic Management
EE 607/CE 672 Advanced Project Management

Collaboration: According to the proposal, collaboration will be achieved through the use of distance learning. Some of the engineering courses offered at the University of Alabama and the University of Alabama at Huntsville will be available to UAB students pursuing this degree. According to UAB officials, a number of master's level courses already are being offered across the University of Alabama System, and there is a commitment to increase these offerings.

Distance Education: As stated under collaboration, courses at UA and UAH offered by way of distance learning technologies will increase the number and availability of courses for students. Program officials responded to a question from the staff concerning courses in UAB's proposed program that will be available through distance modalities. UAB program officials stated that multiple courses in the program will be designed to take full advantage of web-based learning assistance tools, in order to provide maximum flexibility for students. For example, the Construction Management track will have five courses configured for residence or web-based learning, including the core course CE 672. As the number of students in the program increases, it is anticipated that more flexible courses will be added. According to program officials, the Information Engineering Management track has four courses that are candidates for web-based formatting, including two core courses, Managing Innovation and Emerging Technology (EE609) and Strategic Management (EE611). The expansion of the web-based learning option will be largely dependant upon the feedback from students who have completed the program and the expressed needs of the targeted professionals.

Admissions: Master of engineering candidates must meet the following requirements for admission into the proposed program:

- Applicants must have a bachelor's degree from a college or university accredited by a regional or national agency.

- Applicants must have at least a 3.0 average in the undergraduate major or in a current graduate degree program. Students not satisfying this requirement may receive admission on a provisional basis subject to interview and recommendation by the program director.
- All applicants must submit a resume documenting industry experience in the field if they are professionals in the community. Students completing a BS should provide a statement of career objectives.
- All applicants must be interviewed and approved by the program director.
- No GRE or other exam score is required.

In response to a question from the ACGD, UAB gave the following additional information about admissions. Admission requirements for this degree differ from those for the MS degree (thesis or non-thesis options) because the potential base of interested and capable candidates will be drawn from a larger population.

Need: According to the proposal, the escalation of world competition and technological advances has resulted in the need for engineering professionals to develop new skills and stay current. In addition, engineers must demonstrate the ability to work with others (around the world); to communicate; and to know how to analyze and synthesize information. The American Society of Civil Engineers and state boards of professional certification are moving toward the requirement of a demonstration of graduate level education as a condition of certification. According to the proposal, this requirement addresses the fact that engineering education is complex and qualified professionals must complete more credit hours than they currently are required to take in BS degree programs.

According to the proposal, the need for the program is supported by the discussions of the membership of the American Association for Engineering Education. In recent meetings, a prominent theme has been the need for engineers to take technical knowledge and apply it effectively in an organizational setting through teamwork, writing, speaking, project management, financial justification, and strategic alignment. In the area of information technology (IT), the trade magazine, *Optimize*, listed the top skills for the IT professional as the ability to pursue business and technology alignment, to help business to choose the right technology, and to be open to new ideas.

UAB distributed a survey to individuals working in various companies in the Birmingham area, including Alabama Power, Softtech, Mainline, BellSouth, Regions Bank, and Compass Bank. More than fifty individuals responded to the survey. Ninety-four percent of the respondents indicated that a program is needed to bridge the gap between traditional engineering and computer science programs and business programs. Of the fifty respondents, 55 percent said that they would pursue the degree themselves, 29 percent said that they would send their employees to UAB to pursue the degree, and 60 percent would recommend this program to other professionals.

There currently is one master's program (at the University of Alabama in Huntsville) listed at the CIP classification "Engineering, General," at 14.0101 in the Commission's Academic Program Inventory. Other master's programs in the Inventory in areas related to the proposed program are in civil engineering (four institutions); computer engineering (two institutions); electrical engineering (four institutions); and a master's of building construction (one institution). UAB has existing master's programs in biomedical engineering, civil engineering, electrical engineering, environmental health engineering, materials engineering, and mechanical engineering. According to the proposal, the existing master's programs at UAB, as well as those at other institutions in Alabama, do not provide the diversity of education, in terms of both technical and business skills, which the proposed program would provide.

The ACGD asked if the program was duplicative of other programs. UAB responded that the proposed program, with the identified Construction Management and Information Management tracks, will be unique from any other program offered in the state for several reasons. First, the program will be specifically geared towards practitioners in engineering and construction

environments where multidisciplinary team skills and applied business applications in a technical environment are crucial to the success of the individual and his or her employer. In addition, the program will be offered in Birmingham, the location of the majority of the prospective working professional students, particularly in the early years of the program. Location will be important for not only student involvement, but also the convenience and availability of adjunct faculty, key elements if the full potential of the program is to be realized.

UAB provided Alabama Department of Industrial Relations data regarding the job market for graduates. Graduates choosing the information engineering management track would be able to pursue 1,050 local openings over the next five years as computer and software engineers, computer analysts, and information managers; state openings over the same period were projected to be 7,450. For graduates choosing the construction engineering management track, the projected openings over five years were reported as 610 in the local area and 2,431 statewide (using the fields Construction Management and Engineering and Natural Sciences Management).

The ACGD questioned whether the need could be met by creating a non-thesis track in existing MS degree programs at UAB. UAB program officials replied that the traditional MS degree (either thesis or non-thesis option) is individually focused: the student must satisfactorily complete technical academic work in a selected engineering discipline and then complete either a research thesis or a research project in their area of specialization. Students completing the requirements for the proposed program, a professional graduate degree, instead will pursue a project management curriculum focused on interdisciplinary issues. This proposed program will differ from the existing programs because it will emphasize group projects and the ability of the individual to lead and be led in technical business situations. According to UAB program officials, the need for this type of education is well documented and requires an innovative curriculum to adapt to the needs of engineering and technical communities. In addition, close cooperation with industry is essential for the curriculum to satisfy the needs of the students. For example, most courses in the proposed program will include guest speakers from industry, current case studies involving companies in the region and in some cases, industry adjunct faculty will serve as the primary instructors. The setting for instruction is best suited for the engineering school because of the technical issues associated with the degree.

Student Demand: The Department of Civil, Construction and Environmental Engineering already offers a Certificate in Construction Engineering Management that undergraduate and graduate students can pursue. Currently 28 undergraduate and graduate students are pursuing this certificate. These students have started studying in this area and will likely want to continue their studies and complete an advanced degree.

In addition, the Department of Electrical and Computer Engineering offers courses in the Information Engineering and Management area. It is expected that many of these students will be interested in pursuing the proposed degree.

A survey was sent electronically to all engineering students at UAB to determine if they would want to pursue a Masters in Engineering which combines engineering and business courses for the degree. Overwhelmingly, the responses for current students were positive with 94 percent indicating that they would be interested in pursuing this degree.

Since the program will attract some individuals who already are working as professional engineers, UAB projects that the program will attract both part-time and full-time students.

Resources:

Faculty/Staff: According to the proposal, there currently are seven full-time faculty members available to implement the master's program. There are also ten adjunct support faculty (adjuncts who have the SACS credentials to formally teach at the master's level in engineering). A vita was provided for each faculty member. In addition to the full-time and adjunct faculty, UAB plans to use the expertise of individuals from the local community to provide guest lectures in the program.

UAB officials do not plan to hire additional faculty for this program.

The following support staff positions for this program are currently in place:

- Admissions: One staff person in the Dean's office will be responsible for establishing an on-line registration process and notifying applicants regarding admission to the program.
- Student recruiting: One staff person will assist program directors in student recruiting.
- Program administration (2): Staff in the Departments of Electrical & Computer Engineering and Civil, Construction and Environmental Engineering will provide administrative support for the faculty teaching the courses and assist in scheduling adjuncts and guest lecturers.
- Classroom coordinator: A staff person in the dean's office will assist the program directors in areas related to program logistics at the school-level.

Equipment/Facilities: According to the proposal, no additional equipment will be needed for the program.

The current classroom and computer facilities are sufficient for the on campus course offerings. The foundation online distance learning capabilities already are available for use by the faculty and the UAB Instructional Technology program is in place to provide training and technical support. To provide a state-of-the-art distance learning experience the program will require the capability to make large multimedia files available online to students. The anticipated file sizes expected to be used in some of the planned courses exceed the current maximum allowed file size for UAB online course packages. This technical problem can be addressed in multiple ways utilizing current equipment and software capabilities. It is therefore anticipated that the changes required will be minimal and not a significant cost.

Library: The library collections at UAB's Mervyn H. Sterne library are adequate to support instruction and research for the master's program.

Graduate Assistantship/Fellowship Stipends: Assistantships will not be provided for students in this program. However, a part of the program marketing strategy will be to encourage industry to provide scholarships and financial support to students participating in the program.

Program Budget: UAB projects that a total of \$340,000 in new funds will be required to support the proposed program and that a total of \$896,760 will be available through tuition. Tuition is based on a calculation for year 1 and another for years 2 through 5. Year 1 is a calculation of \$170 per credit hour, multiplied by 3 (full-time students) and 25 (part-time students). Tuition for years 2 through 5 is the product of \$170 per credit hour multiplied by 5 (full-time students) and 50 (part-time students). A \$100 web-based course administration fee for all students is included in each calculation: \$100 x 75 courses for year 1, and \$100 x 150 courses for years 2 through 5.

Year 1:

- Full time students: $3(36\text{hours}/\text{calendar year})\$170/\text{credit hour} = \$18,360$
- Part time students: $25(18\text{ hours}/\text{calendar year})\$170/\text{credit hour} = \$76,500$
- Web-based course administration fees full time/part-time students: $\$100/\text{course} (75\text{ courses}/\text{calendar year}) = \$7,500$
- TOTAL = \$102,360

Years 2 - 5:

- Full time students: $5 (36\text{hours}/\text{calendar year}) \$170/\text{credit hour} = \$30,600$
- Part time students: $50 (18\text{ hours}/\text{calendar year}) \$170/\text{credit hour} = \$153,000$

ALABAMA COMMISSION ON HIGHER EDUCATION
Friday, June 22, 2007

- Web-based course administration fees full time/part-time students: \$100/course (150 courses) = \$15,000
- TOTAL = \$198,600

**Attachment 3
Master of Engineering**

Typical Curriculum:

Program Core Courses (3 semester hours each):

EE 605 Managing Innovation and Emerging Technology
EE 611 Strategic Management
EE 607/CE 672 Advanced Project Management

Construction Management Track (3 sh each – total 33 hours)

CE 658 Engineering Management
CE 671 Techniques of Project Planning and Control
CE 673 Construction Contracting, Bidding, and Estimating
CE 674 Construction Accounting and Finance
CE 649 Construction Contracts, Liability and Dispute Resolution (new course)
CE 596 Construction Methods and Technology (new course)
CE 647 Applied Statistics for Engineering and Construction Risk Management
MBA 609 Financial Accounting for Managers

Information Engineering & Management Track (3 sh each – total 33 hours):

EE 612 Consulting Methods
EE 606 Information Technology Infrastructure I
EE 608 Information Technology Infrastructure II
EE 614 Organizational Leadership
EE 585 Enterprise Operations
EE 613 Technology Ventures I
EE 615 Technology Ventures II
EE 616 Information Engineering Management Project

DECISION ITEM C-3: University of South Alabama, Bachelor of Science in Emergency Medical Services (CIP 51.0904)

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: That the Commission approve the proposed Bachelor of Science in Emergency Medical Services with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented in August 2007. Based on Commission policy, the proposed program must be implemented by June 2008 or Commission approval will expire. The institution must notify the Commission when the program is implemented or if there is a delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for 2007-08 through 2011-12 will be at least 18, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2009-10 through 2011-12 will be at least 9, based on the proposal.
3. That a follow-up survey be conducted after the first five years that will show at least 75 percent of the graduates were successful in acquiring related employment.
4. That a report be provided concerning progress in achieving accreditation of the program by the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

The University of South Alabama (USA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 2012.

Rationale: This recommendation for approval is based on the following key points:

1. The proposed program has been developed in direct response to rigorously documented market demand.
2. There currently is no Emergency Medical Services baccalaureate program in Alabama. The closest similar programs are located in Kentucky and Texas.
3. USA currently offers a paramedic certificate and has existing facilities to accommodate the new program.

4. Graduates of the program will be able to teach in emergency medical services certificate and associate-level programs.
5. USA projects that a total of \$135,087 in estimated new funds will be required to support the program, and \$185,420 will be available for program support through tuition.

Public Review:

The program was posted on the Commission website from March 5, 2007 until March 26, 2006 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
2. Summary of Background Information, attached.
3. Curriculum for Proposed Program, attached.
4. University of South Alabama proposal dated February 19, 2007. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Postsecondary Institutions," Alabama Administrative Code, Chapter 300-2-1, Rule .03.

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION University of South Alabama

PROGRAM Bachelor of Science in Emergency Medical Services

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2007-08	2008-09	2009-10	2010-11	2011-12	TOTAL
FACULTY	<u>\$12,000</u>	<u>\$21,333</u>	<u>\$21,333</u>	<u>\$21,333</u>	<u>\$21,333</u>	<u>\$97,332</u>
LIBRARY	<u>\$9,951</u>	<u>\$6,951</u>	<u>\$6,951</u>	<u>\$6,951</u>	<u>\$6,951</u>	<u>\$37,755</u>
FACILITIES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EQUIPMENT	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
STAFF	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
OTHER	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$21,951</u>	<u>\$28,284</u>	<u>\$28,284</u>	<u>\$28,284</u>	<u>\$28,284</u>	<u>\$135,087</u>

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2007-08	2008-09	2009-10	2010-11	2011-12	TOTAL
INTERNAL REALLOCATIONS	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
EXTRAMURAL	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TUITION	<u>\$22,860</u>	<u>\$40,640</u>	<u>\$40,640</u>	<u>\$40,640</u>	<u>\$40,640</u>	<u>\$185,420</u>
TOTAL	<u>\$22,860</u>	<u>\$40,640</u>	<u>\$40,640</u>	<u>\$40,640</u>	<u>\$40,640</u>	<u>\$185,420</u>

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2007-08	2008-09	2009-10	2010-11	2011-12	5-YEAR AVERAGE
TOTAL ENROLLMENT (FULL & PART-TIME)	<u>10</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>18</u>
NEW ENROLLMENT HEADCOUNT	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
DEGREE COMPLETION PROJECTIONS	<u>0</u>	<u>2</u>	<u>8</u>	<u>10</u>	<u>10</u>	<u>9</u>

Attachment 2

Summary of Background Information

Bachelor of Science in Emergency Medical Services
University of South Alabama

Role: USA is currently approved to award baccalaureate degrees in the academic subdivision grouping, "Health Related Professions."

Objectives: Upon completion of the Bachelor of Science degree with a major in Emergency Medical Services, the graduate will be able to:

- Demonstrate competency in both oral and written communications.
- Demonstrate a basic knowledge of the major issues and trends currently affecting our nation's healthcare system from the prehospital perspective.
- Demonstrate a basic knowledge of the dynamics of EMS systems and how they integrate into the larger U.S. healthcare system.
- Apply knowledge of legal issues and concepts affecting EMS prehospital healthcare providers.
- Demonstrate a basic ability to apply fundamental research methodologies and principles to EMS.
- Demonstrate acquisition of instructional methods and educational program management skills as it relates to EMS education.
- Apply the basic principles of organizational management and human resource management in prehospital health care settings.
- Demonstrate a basic knowledge of financial issues relative to both public and private EMS systems.
- Demonstrate an understanding of the role and critical issues facing EMS systems in disaster preparedness and emergency response.
- Provide adequate prehospital care at the EMT-Paramedic level.
- Function as a member of a critical care transport team.
- The mission of the University is supported by providing a means for the student to apply course work from the paramedic certificate program to a four-year degree. Providing the community with higher quality and more efficient prehospital care improves the overall health status of all citizens.

According to the proposal, the Department of EMS Education for several years has used a quality improvement process for assessing program effectiveness and outcomes for its EMT and Paramedic certificate programs. The department utilizes a number of evaluations to assess the effectiveness of these programs, and many of these measures are required as a condition for ongoing accreditation through the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and the Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP).

With implementation of the new Bachelor of Science degree program in Emergency Medical Services, the department will expand its current program assessment and effectiveness program to include additional program outcomes and evaluation measures. The department will assess its degree program through the use of the following program outcome objectives and their relevant means of assessment (outcomes 1 - 3 are already in place with the existing EMT and Paramedic certificate programs).

Program graduates will be able to:

1. Demonstrate the ability to comprehend, apply, and evaluate clinical information relevant to the role of an EMT Paramedic.
 - Comprehensive, summative written examination administered by department.
 - National Registry (NREMT) written examination.
2. Demonstrate the technical proficiency in all clinical skills necessary to fulfill the role as an EMT Paramedic.
 - Comprehensive, summative practical skills exam administered by department.
 - National Registry (NREMT) practical skills examination.

3. Demonstrate personal behaviors consistent with professional and employer expectations for the EMT Paramedic and EMS professional.
 - Summative evaluation of student's professional behavior, by faculty.
 - Employer survey administered six month after graduation.
4. Demonstrate the ability to find suitable employment and/or continue their personal (graduate school, etc.) and professional growth in Emergency Medical Services or a related field.
 - Graduate exit interview, by Program Director.
 - Graduate survey, six month after graduation.
5. Demonstrate the ability to comprehend, synthesize, and apply managerial and leadership information and principles relevant to the field of Emergency Medical Services (EMS).
 - Comprehensive, summative written exam based on program objectives in EMS Core.
 - Senior-level EMS (administrative, leadership) internship evaluation, by Internship Affiliate.
6. Demonstrate basic competency in both oral and written communications.
 - Transcript evaluation (two writing (W) courses).
 - Transcript evaluation (one speech/communication course).
7. Demonstrate satisfactory completion of the University's general education core and pre-professional core as outlined in the EMS degree program curriculum.
 - Transcript evaluation.

According to USA, the above student learning outcomes will be continuously evaluated and improvements will be made to the program and curriculum as needed. In addition to these formal evaluation processes, the department also gains valuable feedback for program enhancements through informal discussions and meetings with representatives in the EMS community. Also, once a year, the department holds an EMS Open Forum where EMS communities are invited to share their ideas and provide feedback to faculty and staff.

Administration: The proposed program will be administered by the School of Continuing Education, Thomas L. Wells, Dean.

A comment arising during the chief academic officers' (CAO) review questioned why the program was to be administered by the School of Continuing Education rather than the College of Allied Health Professions. USA officials responded that the department of EMS Education has been located in the School of Continuing Education since 1972. Not only does this administrative unit offer academic programs in EMS (basic and paramedic certificate programs), it also provides continuing medical education courses to over 500 students each year through the Community Training Center, which is approved by the American Heart Association.

Review of Proposal by Persons External to Institution:

Peer Review: The Notification of Intent to Submit a Proposal (NISP) and the program proposal were circulated to the Council of University Chief Academic Officers (CAO) for review. The CAO group does not have a formal process by which the members vote on proposals; however, individual members of the CAO provided comments and questions on the NISP and on the proposal itself. Questions to USA related to the focus of the curriculum, program completion requirements, and admission requirements. Summaries of these questions and USA's responses are given in the related sections below. Two deans expressed support for the program with no further comment.

Accreditation: The Commission on Accreditation of Allied Health Education Programs (CAAHEP), in conjunction with the Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP), provides nationally recognized accreditation of paramedic programs. According to the proposal, USA has maintained continuous accreditation for the paramedic program through these agencies (or the predecessors) since 1989. The proposal stated that the department plans to seek accreditation for the bachelor's degree program.

Curriculum: The proposed BS program will complement current certificate programs in Emergency Medical Technology (EMT) and Paramedic. Courses currently offered for academic credit in these two certificates will be included in the degree program.

The following new courses, 38 semester hours (sh), will be added to support the proposed program:

EMS 310	Introductions to EMS Systems	3 sh
EMS 315	EMS Administration	3 sh
EMS 320	EMS Law/Legal Issues	3 sh
EMS 325	Instructional Methods in EMS	3 sh
EMS 340	Disaster Management and Event Planning	3 sh
EMS 350	Critical Care Paramedic (Elective)	3 sh
EMS 375	Critical Care Paramedic Internship (Elective)	3 sh
EMS 475	EMS Internship	3 sh
EMS 440	Health Insurance and Managed Care in EMS	3 sh
EMS 445	EMS Research	3 sh
EMS 460	Issues and Trends in EMS	3 sh
EMS 494	Directed Research/ Studies	3 sh
EMS 495	Comprehensive Review/Exams	2 sh

In the final semester, the student will be required to complete an internship with an EMS provider, EMS administrative site, or EMS educational institution. In addition, the student will complete a comprehensive summative written examination after completing all course work.

Program completion requires the following:

64 semester hours (sh) in the major
64 sh in the institutional general education or core curriculum
128 total credit hours required for completion.

There were several questions from the CAO review regarding curriculum. One member questioned the emphasis of the program on pre-hospital care, suggesting that there be more emphasis on Homeland Security issues and concerns relative to other curricular areas covered. USA replied that the curriculum was based on successful BS degree programs at the University of Maryland at Baltimore County, the University of Pittsburgh, and the University of Texas at San Antonio. The program is designed to provide the student with a strong, advanced-level clinical education in pre-hospital medicine as well as a foundation in EMS administration and leadership. Improving the administration and management of EMS systems improves Homeland Security, according to the proposal. However, some aspects of Homeland Security do not involve EMS systems. Programs such as the Emergency Management program at Jacksonville State University focus on Homeland Security issues. A three semester-hour course included in the curriculum, Disaster Management and Event Planning, will give graduates information on the roles and responsibilities of EMS organizations in disasters and other large scale events.

Another comment questioned the relationship of the program to the emergency medical technology (EMT) and paramedic certificates offered by USA. USA officials responded that the proposed program is similar to most Bachelor of Science in Nursing programs across the nation, in which students complete their clinical training (Registered Nurse requirements) and then enhance their career potential by taking additional coursework in administration, leadership, and research. The program would provide paramedic students the opportunity to build upon their paramedic education and take additional coursework in EMS administration and leadership.

In answer to a CAO question about the academic level of EMT basic certificate and paramedic coursework, USA responded that the EMT basic coursework is lower level (freshmen and sophomore years) coursework in the proposed program's curriculum. These lower level courses are part of the pre-professional core and are taken during the student's sophomore year. The reply stated that paramedic courses at many peer institutions, such as the University of Pittsburgh, are offered as upper division (junior and senior year) courses. The proposed curriculum will offer the paramedic courses in the junior

and senior years. The response stated that most of the clinical training for both RN and Paramedic training programs is offered at the upper level at four-year institutions.

Finally in regard to curriculum, a comment from the CAO review questioned the teaching of thirteen new courses without adding additional faculty. USA's response stated that no more than four new didactic courses would be offered in any one semester when the program is implemented fully.

Student Demand: To determine enrollment projections for the program, surveys were sent to the following groups: students currently enrolled in the USA paramedic program, recent graduates of the paramedic program, and paramedics and EMT's from surrounding communities. A total of 700 surveys were distributed, and a total of 172 responses were received. Of these responses, 133 (77 percent) indicated that they would be interested in pursuing a bachelor's degree in EMS at USA; 118 respondents (69 percent) indicated that they would like to begin the program within a year.

The proposal stated that, judging by the survey response, the typical student applicants will be individuals who have established themselves in their careers and are ready to complete their education in their chosen field. Since most of the prospective students already work full time in EMS, USA officials predicted that most students will enroll on a part-time basis. The proposal further stated that, of the respondents who have completed college work, 119 (81 percent) have not continued their education beyond the certificate or associate's level, but 113 (77 percent) stated that they are interested in the BS In EMS.

Admissions: According to the proposal, students must first meet the general admission requirements of the university to be considered for the program. In addition, each student must make application to the department for admission to the BS program. The application process will include submission of a short essay and a faculty committee interview in order to determine student readiness. Finally, the student must be making satisfactory progress toward completion of the paramedic certificate program or already have completed the certificate or an associate degree program.

A question from the chief academic officers' review asked for clarification of the admission requirements and point of admission to the program, particularly related to students transferring credits from two year colleges. USA's response stated that admission into the BS in EMS program will vary according to student. Regular students at USA can declare the major any time in the freshman or sophomore year; however, admission to the professional component (junior year) takes place prior to the student taking any upper level paramedic courses.

The response continued that transfer students who have completed their paramedic education at another institution may apply for admission to the professional component only after satisfying all general education core and pre-professional core classes. Transfer students from community colleges that hold a current state license or national certification as a paramedic will be granted the same consideration as RN to BSN nursing students. These students will be required to pass a six-semester-hour "bridge course." After successfully completing this course, the student will be eligible for up to 40 semester hours for his or her prior clinical training.

Need: There is no existing baccalaureate program in Emergency Medical Services in the state. According to the proposal, the closest four-year institutions having similar programs are the University of Texas at San Antonio and Eastern Kentucky University at Richmond.

The proposal stated that there are no sources for data on the number of job openings for EMS supervisors or managers. USA used three factors as the basis for projecting job openings: the projected population growth; the projected number of paramedics needed to serve this population; and the generally accepted ratio of supervisor to individual paramedic (field provider). Using these factors, USA projected that over the next five years there would be 136 job openings in the local area; 854 openings statewide; 19,978 openings in the Southern Regional Education Board (SREB) states; and 53,488 nationally.

Program officials conducted a telephone survey of twenty-five EMS employers in Alabama, as well as the state EMS offices of three adjacent states (Florida, Georgia, and Mississippi). The respondent totals

indicated that 139 current positions are considered administrative, educational, or leadership in nature; of these positions, 68 currently are vacant. A total of 243 vacancies in these positions were anticipated over the next five years. Of the twenty-five respondents, twenty-four stated that they have a “difficult,” “very difficult,” or “extremely difficult” time finding suitable candidates for leadership positions.

The proposal also included letters of support from Alabama Public Health officials, the Alabama Department of Postsecondary Education, and EMS agencies in the USA area. Public Health officials noted that state regulations require that EMS education program directors have a minimum of a bachelor’s degree. It also was noted in these letters of support that many employers base pay on education and increasingly employers are requiring a bachelor’s degree as a condition of employment.

Collaboration: Currently no institution in Alabama offers a baccalaureate degree in EMS; therefore, there are no programs with which to collaborate. USA officials reported in the proposal that there are plans to work with the two-year college system to provide an easy transition for their paramedic graduates to continue their education in the BS degree program.

Distance Education: The proposal states that all courses will be taught initially on the USA campus. Program officials anticipate that they will begin offering the program online in the near future. The platform for the online courses will be courseware from E-College, a national vendor. The department currently uses some distance delivery options, so the faculty already is skilled in this delivery method.

Resources:

Faculty: The following currently employed faculty will teach in the program:

Primary Faculty
Full-time: 6
Part-time: 2

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

Number of additional faculty and support staff who will be employed to teach in the program during the first five years:

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

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

Qualifications: All current faculty members hold at least a master’s degree, and six members hold the NREMT-P credential. The proposal states there is no anticipated need to add new faculty to support the proposed program.

Equipment: There is no anticipated need for additional equipment.

Facilities: According to the proposal, the current department facilities are adequate to support this program. There are three large classrooms that can accommodate 35-40 students; two smaller classrooms are capable of handling 10-15 students. All of these would be available on weekends for the program, the primary days on which courses for this program will be meeting.

Library: The current collection related to the proposed program supports the certificate program. Additional monographs and journals will be needed to strengthen the collection for the research and educational need’s of the bachelor’s program.

The estimated cost of bringing the collection up to the minimal level for the bachelor's degree is:

	<u>Beginning</u>	<u>Per year</u>
Monographs	\$ 4,000	\$ 1,000
Journals	\$ 5,951	\$ 5,951
Reference	\$ 0	\$ 0
Total	\$ 9,951	\$ 6,951

Program Budget: USA projects that a total of \$135,087 in estimated new funds will be required to support the proposed program, and a total of \$185,420 will be available through tuition. The tuition projection is based on a course fee of \$127 per credit hour, multiplied by 6 (anticipated credit hour load per student), which is in turn multiplied by the number of students (10 per cohort),

Attachment 3

**Curriculum for Proposed Program
 Proposed Bachelor of Science in Emergency Medical Services
 University of South Alabama**

Typical Four-Year Curriculum:

Year 1 (Freshman)

English 101 and 102	6 sh
Computer App	3
Biology 101	4
Math 110	3
Fine Arts elective	3
Psychology 120	3
Chemistry 101	4
Public Speaking/Speech	3
Elective	3
Total:	32 sh

Year 2 (Sophomore)

History 1 and II	6 sh
Anatomy and Phys I and II	6
Statistics 210	3
Literature I	3
Basic EMT (EMT 200)	6
Basic Clinical (EMT 205)	1
Basic Lab (EMT 206)	1
Medical Term (EMT 210)	3
Elective	3
Total:	32 sh

Year 3 (Junior)

Para Essentials (EMT 315)	3
Pharm I & II (EMT 335 and 345)	6
Cardiology (EMT 340)	3
Pt. Assess (EMT 350)	3
EC I & II (EMT 355 and 425)	6
W & C (EMT 375)	3
Skills Lab (EMT 455)	2
Clinical Internship (EMT 465)	6
Total:	32 sh

Year 4 (Senior)

EMS Admin. (EMS 315)	3
EMS Systems (EMS 310)	3
EMS Law (EMS 320)	3
Disaster Mgt. (EMS 340)	3
EMS Research (EMS 445)	3
Health Ins. (EMS 440)	3
Inst. Methods (EMS 325)	3
Issues/Trends (EMS 460)	3
EMS Internship (EMS 475)	3
Dir Studies (EMS 494)	3
Comp. Exam (EMS 495)	2
Total:	32 sh

TOTAL: 128 semester hours

Students may take EMS 350 and EMS 375 (Critical Care Paramedic) in lieu of EMS 325 and EMS 494.

DECISION ITEM C-4: Drake State Technical College, Associate in Applied Technology and Certificate in Culinary Arts (CIP12.0503), Including an Option in Hospitality Management

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Instruction

Staff Recommendation: That the Commission approve the proposed Associate in Applied Technology and Certificate in Culinary Arts with the implementation date and post-implementation conditions listed below:

Implementation Date: The proposed program will be implemented August 2007. Based on Commission policy, the proposed program must be implemented by June 2009 or Commission approval will expire. The institution must notify the Commission in writing when the program is implemented or if there is any delay in implementation.

Post-Implementation Conditions:

1. That the annual average new enrollment headcount for the first five years will be at least 23, based on the proposal.
2. That the annual average number of graduates for the Academic Years 2007-08 through 2010-11 will be at least 11, based on the proposal.
3. That information be provided regarding progress toward accreditation of the program by the American Culinary Federation.
4. 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.
5. That information regarding an overall assessment of the program will be provided, particularly as related to objectives and assessment measures stated in the proposal.

Drake State Technical College (DRA) will be required to phase out the program if any of the post-implementation conditions are not met. The institution must present documentation regarding the post-implementation conditions, as well as a general assessment of the program, in a report submitted to the Commission no later than September 2012.

Rationale: This recommendation for approval is based on the following key points:

1. The proposed program has been developed in direct response to rigorously documented market demand,

including local needs information provided by the Huntsville/Madison Council Chamber of Commerce.

2. In addition to other sources of students, high school graduates from three secondary culinary arts programs in the area will be able to articulate into the program.
3. An instructional facility appropriate for the program and equipment is being donated by local providers.
4. There are no culinary arts programs at two-year colleges in the northern part of Alabama.
5. DRA projects that a total of \$607,500 in estimated new funds will be required for the first five years to support the proposed program, and a total of \$607,500 will be available through internal reallocation, extramural funds, and tuition.

Public Review:

The program was posted on the Commission website from March 5, 2007 until March 26, 2006 (twenty days) for public review and comment. No comments were received.

Supporting Documentation:

1. New Academic Degree Program Proposal Summary, attached.
6. Summary of Background Information, attached.
7. Curriculum for Proposed Program, attached.
8. Drake State Technical College proposal, dated March 2, 2007. Available upon request.
5. "Evaluation and Review of New Instructional Program Proposals of Public Postsecondary Institutions," Alabama Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.

Attachment 1

INSTITUTION Drake State Technical College

PROGRAM Associate in Applied Technology and Certificate in Culinary Arts

ESTIMATED NEW FUNDS REQUIRED TO SUPPORT PROPOSED PROGRAM

	2007-08	2008-09	2009-10	2010-11	2011-12	TOTAL
FACULTY	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
LIBRARY	\$2,500	\$0	\$0	\$0	\$0	\$2,500
FACILITIES	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
STAFF	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
OTHER	\$45,000	\$15,000	\$15,000	\$15,000	\$15,000	\$105,000
TOTAL	\$147,500	\$115,000	\$115,000	\$115,000	\$115,000	\$607,500

SOURCES OF FUNDS AVAILABLE FOR PROGRAM SUPPORT

	2007-08	2008-09	2009-10	2010-11	2011-12	TOTAL
INTERNAL REALLOCATIONS	\$37,500	\$55,500	\$53,500	\$52,500	\$52,500	\$243,500
EXTRAMURAL	\$90,000	\$25,000	\$15,000	\$15,000	\$15,000	\$160,000
TUITION	\$20,000	\$35,000	\$45,000	\$48,000	\$48,000	\$196,000
TOTAL	\$147,500	\$115,500	\$115,500	\$115,500	\$115,500	\$607,500

ENROLLMENT AND DEGREE COMPLETION PROJECTIONS

	2007-08	2008-09	2009-10	2010-11	2011-12	5-YEAR AVERAGE
TOTAL HEADCOUNT ENROLLMENT	18	28	36	38	38	32
NEW ENROLLMENT HEADCOUNT	18	21	24	26	26	23
DEGREE COMPLETION PROJECTIONS	0	8	11	13	13	11

Attachment 2

Summary of Background Information

Associate in Applied Technology and Certificate in Culinary Arts
Drake State Technical College

Role: The proposed program is within the instructional role currently recognized for Drake State Technical College (DRA).

Objectives: The objective of the Certificate and Associate in Applied Technology degree programs in Culinary Arts is designed to provide the training and development of skills for students to become competent in the field of Culinary Arts, food preparation and service.

This program is designed to provide the training and development of skills for students to become competent in the field of Culinary Arts, food preparation and service. Students graduating and completing a program in Culinary Arts at the certificate and/or associate degree level are expected to do the following:

- a) develop an understanding of the food service industry and career opportunities in the field;
- b) maintain high standards of industry and workplace sanitation and safety;
- c) apply nutrition principles to menu selection, menu planning, and food preparation;
- d) demonstrate proper cooking and baking techniques;
- e) perform necessary math calculations in food planning, preparation, purchasing, receiving, and inventorying;
- f) demonstrate effective administrative, communications, and human relations skills required to work in the food service environment;
- g) perform dining room service functions;
- h) produce quality food products using various culinary materials, instruments, and equipment;
- i) utilize technology needed to successfully complete Culinary arts and program requirements.

Administration: The program will be administered by the Technical and Industrial Division of the college.

Curriculum: There will be an AAT in Culinary Arts which will include an option in Hospitality Services, a certificate in Culinary Arts, and short certificates in Culinary Arts and Hospitality Services. Both the Certificate and the AAT in Culinary Arts are technical programs and will not transfer to senior institutions. The AAT will require 74-75 semester hours (sh), the certificate program will require 52 sh and the short certificates each will require 29 sh.

Program Completion Requirements:

AAT:

General Education and Institutional Requirements	23-24 sh
Culinary Arts Technical Core	27 sh
Culinary Arts or Hospitality Services Option	24 sh
Total -- AAT	74-75 sh

Certificate:

General Education	14 sh
Major	38 sh
Total – Certificate	52 sh

Short Certificates:

General Education	2 sh
Major	27 sh
Total -- Short Certificate	29 sh

The following new courses will be added to the curriculum for this program:

COURSE NUMBER	COURSE TITLE	CREDIT HOUR VALUE
CUA-100	Orientation to the Culinary Arts	1
CUA-102	Catering	2
CUA-110	Basic Food Preparation	3
CUA-111	Foundations in Nutrition	3
CUA-112	Sanitation, Safety, and Food Services	2
CUA-113	Table Service	2
CUA-115	Advanced Food Preparation	3
CUA-122	Fundamentals of Quantity Cooking	3
CUA-132	Restaurant Operations	3
CUA-134	Culinary French	2
CUA-150	Basic Culinary Lab 1	2
CUA-173	Culinary Arts Apprenticeship	3
CUA-201	Meat Preparation and Processing	2
CUA-204	Foundations of Baking	3
CUA-206	Advanced Garde Manager	2
CUA-208	Advanced Baking	2
CUA-210	Beverage Management	2
CUA-213	Food Purchasing and Cost Control	3
CUA-251	Menu Design	2
CUA-261	Culinary Apprenticeship Practicum	1
CUA-262	Restaurant Management and Supervision	3
CUA-271	Management of Food and Beverage Service	2
CUA-281	Apprenticeship: Qualifying Dinner	3
HSM-111	Introduction to the Hospitality Industry	3
HSM-112	Hospitality Law	3
HSM-113	Introduction to Hospitality Marketing	3
HSM-121	Cost Control for Hospitality Industry	3
HSM-122	Human Resources Management for Hospitality	3
HSM-123	Hospitality Field Experience I	3
HSM-131	Finance for the Hospitality Industry	3
HSM-132	Managerial Accounting for the Hospitality Industry	3
HSM-133	Hospitality Field Experience II	3

Accreditation: The American Culinary Federation is an accrediting body that provides national accreditation for culinary programs. It is the intent of DRA to seek program accreditation after teaching its first class.

Collaboration: DRA will collaborate with three local K-12 school systems having culinary arts programs to support articulation of secondary students from their programs, as well as with the Department of Food and Animal Sciences at Alabama A&M University.

Distance Education: The use of distance education technology is not anticipated for this program at this time, except for the occasional use of distance education offerings for the general education component where student scheduling needs dictate.

Admission: Students must meet admission requirements as prescribed for all students.

Student Demand: According to DRA's proposal, requests for a culinary arts program were received from teachers of local high school culinary arts programs and human resources directors of major restaurants and hospitality service industries. A survey was conducted and its results identified over 200 individuals (both employed and unemployed persons who may become students) interested in a culinary arts program. Twenty-seven students currently enrolled in a high school culinary arts program expressed interest in furthering their studies at the postsecondary level. A total of three

area high school culinary arts programs will provide a pool of potential students interested in working on an associate degree in the discipline. Letters of support were included from all three high schools.

Need: The proposed program is not offered by any other two-year postsecondary institution in the north Alabama geographic area. DRA officials provided information concerning need for the program. This need has been established by a number of studies, including Huntsville/Madison County Chamber of Commerce and local tourism organization projections for population growth, job growth, and expanded need for restaurant workers, hotel/motel workers, and others in the related hospitality fields. The proposal stated that several factors would contribute to the significant growth in the demand for service industry workers in the college's service area. The growth in NASA programs and the federal Base Realignment and Closure (BRAC) round will result in the relocation of as many as 9,000 jobs into the Huntsville area from the east coast. Likewise, the projected expansion of the research park occupancy rates over the next ten years will have an impact. Typically, workers do not relocate geographically to fill restaurant and hospitality service jobs; therefore, the local area must produce its own workers in these fields.

Information derived from the Alabama Department of Industrial Relations (DIR) Labor Market Information System was utilized to forecast entry level employment data. The data stated that in 2004, an estimate of 12,638 workers in the food preparation and serving related occupations were employed in the Huntsville metropolitan statistical area (MSA). A total of 15,446 are projected to be employed in this industry in the Huntsville MSA by 2014, a 22 percent growth. The projection does not take into account the effect of the BRAC, so the growth is likely to be significantly higher than the projection. The DIR indicates that there are currently 720 accommodation and food service establishments in the Huntsville MSA.

DRA officials also reported that sixteen employers were contacted through written surveys and telephone interviews concerning the proposed program. Fourteen responses were received with 88 percent stating that the demand for culinary arts-trained employees was high.

Resources:

Faculty/Staff: Currently, there are no faculty who teach in the program. The number who will be employed to teach in the program during the first five years will include a total of two primary faculty members, one full-time and one part-time. There will be one support faculty member serving the program. The qualifications of any new faculty members will be the same as the requirements stated in Postsecondary Faculty Credentials.

Support will be provided by the Office of the Dean of Instruction to assist, as needed from time to time, in the preparation of reports and documents required for accreditation and planning purposes. There are no plans to hire additional support staff.

Equipment/Facilities: The program will be delivered at an off-campus site in DRA's service area [see the information item, "Drake State Technical College, New Exempt Off-Campus Site at Union Chapel Education Complex, Huntsville"]. The facility that will be used for instruction is being donated and includes some kitchen equipment. The college has also been offered some usable equipment by the Huntsville City Center for Technology. A donor will supply additional special equipment needed for culinary training, such as an oven, mixers, and a hood.

The facility that will be used was previously used as a kitchen, hosting, and recreational facility for a community organization. The facility includes four classrooms, a kitchen, a large storage area, and a very large open area that will need to be reconfigured to provide serving areas for training the students and for offering dining services as part of the educational experience for the students. These renovations as estimated will not exceed \$50,000. The utilities are being provided by the donor.

Library: The library will need to add approximately \$2,500 to its collection to accommodate the needs of the students to be enrolled in Culinary Arts. Additional trade journals will be added as part of the regular acquisitions process of the library.

Program Budget: DRA projects that a total of \$607,500 in estimated new funds will be required for the first five years to support the proposed program, and a total of \$607,500 will be available through internal allocation, extramural funds, and tuition.

Attachment 3

Curriculum for Proposed Program

AAT in Culinary Arts

1st Semester

CUA-100	Orientation to the Culinary Arts	1 sh
CUA-102	Catering	2 sh
CUA-134	Culinary French	2 sh
CUA-173	Culinary Arts Apprenticeship	3 sh
ORI-101	Orientation to College	1 sh
ENG-101	English Composition I	3 sh

2nd Semester

CUA-173	Culinary Arts Apprenticeship	3 sh
CUA-213	Food Purchasing and Cost Control	3 sh
MAH-246	Mathematics of Finance	3 sh
ENG-102	English Composition II	3 sh

3rd Semester

CUA-173	Culinary Arts Apprenticeship	3 sh
CUA-262	Restaurant Management and Supervision	3 sh
CUA-146	Microcomputer Applications	3 sh
	Humanities/Fine Arts Course	3 sh

4th Semester

CUA-173	Culinary Arts Apprenticeship	3 sh
CUA-206	Advanced Garde Manager	2 sh
CUA-208	Advanced Baking	2 sh
CUA-210	Beverage Management	2 sh
PSY-200	General Psychology	3 sh

5th Semester

CUA-173	Culinary Arts Apprenticeship	3 sh
CUA-251	Menu Design	2 sh
HSM-112	Hospitality Law	3 sh
WKO-107	Workplace Skills Preparation	1 sh
	Approved science or approved math course	3-4 sh

6th Semester

CUA-173	Culinary Arts Apprenticeship	3 sh
CUA-261	Culinary Apprenticeship Practicum	1 sh
CUA-271	Management of Food and Beverage Service	2 sh
CUA-281	Apprenticeship: Qualifying Dinner	3 sh
	Approved science or approved math course	3-4 sh

AAT in Culinary Arts with option in Hospitality Management

1st Semester

CUA-110	Basic Food Preparation	3 sh
CUA-112	Sanitation, Safety, and Food Services	2 sh
CUA-262	Restaurant Management and Food Services	3 sh
ORI-101	Orientation to College	1 sh
ENG-101	English Composition I	3 sh

2nd Semester

CUA-113	Table Service	2 sh
CUA-122	Fundamentals of Quality Cooking	3 sh
CUA-213	Food Purchasing and Cost Control	3 sh
CUA-251	Menu Design	2 sh
ENG-102	English Composition II	3 sh

3rd Semester

CUA-102	Catering	2 sh
CUA-111	Foundations in Nutrition	3 sh
CUA-132	Restaurant Operations	3 sh
CUA-261	Culinary Apprenticeship Practicum	1 sh
CIS-146	Microcomputer Applications	3 sh

4th Semester

HSM-111	Introduction to the Hospitality Industry	3 sh
HSM-112	Hospitality Law	3 sh
HSM-113	Introduction to Hospitality	3 sh
MAH-246	Mathematics of Finance	3 sh

5th Semester

HSM-121	Cost Control for Hospitality Industry	3 sh
HSM-122	Human Resource Management for Hospitality	3 sh
HSM-123	Hospitality Field Experience I	3 sh
PSY-200	General Psychology	3 sh
WKO-107	Workplace Skills Preparation	1 sh

6th Semester

HSM-131	Finance for the Hospitality Industry	3 sh
HSM-132	Managerial Accounting for the Hospitality Industry	3 sh
HSM-133	Hospitality Field Experience II	3 sh
CUA-281	Apprenticeship: Qualifying Dinner Approved humanities course	3 sh 3 sh

Certificate in Culinary Arts

1st Semester

CUA-110	Basic Food Preparation	3 sh
CUA-112	Sanitation, Safety, and Food Services	2 sh
CUA-150	Basic Culinary Lab I	2 sh
CUA-173	Culinary Arts Apprenticeship	3 sh
ORI-101	Orientation to College	1 sh
ENG-101	English Composition I	3 sh

2nd Semester

CUA-113	Table Service	2 sh
CUA-122	Fundamentals of Quality Cooking	3 sh
CUA-173	Culinary Arts Apprenticeship	3 sh
CUA-201	Meat Preparation and Processing	2 sh
CUA-204	Foundations of Baking	3 sh
CUA-111	Foundations in Nutrition	3 sh
CUA-132	Restaurant Operations	3 sh
CUA-132	Restaurant Operations	3 sh
WKO-107	Workplace Skills Preparation	1 sh
	Approved humanities course	3 sh

4th Semester

CUA-115	Advanced Food Preparation	3 sh
CIS-146	Microcomputer Applications	3 sh
HSM-113	Introduction to Hospitality	3 sh
MAH-246	Mathematics of Finance	3 sh

Short Certificate in Culinary Arts

1st Semester

CUA-110	Basic Food Preparation	3 sh
CUA-112	Sanitation, Safety, and Food Services	2 sh
CUA-150	Basic Culinary Lab I	2 sh
CUA-173	Culinary Arts Apprenticeship	3 sh
CUA-113	Table Service	2 sh
CUA-201	Meat Preparation and Processing	2 sh
ORI-101	Orientation to College	1 sh

2nd Semester

CUA-113	Table Service	2 sh
CUA-122	Fundamentals of Quantity Cooking	3 sh
CUA-173	Culinary Arts Apprenticeship	3 sh
CUA-201	Meat Preparation and Processing	2 sh
CUA-204	Foundations of Baking	3 sh
WKO-107	Workplace Skills Preparation	1 sh

Short Certificate in Hospitality Services

1st Semester

HSM-111	Introduction to the Hospitality Industry	3 sh
CUA-112	Sanitation, Safety, and Food Services	2 sh
CUA-132	Restaurant Operations	3 sh
CUA-262	Restaurant Management and Supervision	3 sh
CUA-102	Catering	2 sh
ORI-101	Orientation to College	1 sh

2nd Semester

HSM-112	Hospitality Law	3 sh
HSM-113	Introduction to Hospitality Marketing	3 sh
HSM-122	Human Resource Management for Hospitality	3 sh
HSM-123	Hospitality Field Experience I	3 sh
CUA-113	Table Service	2 sh
WKO-107	Workplace Skills Preparation	1 sh

DECISION ITEM D: Follow-up Action on Programs Receiving Waivers of Non-Viability

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation 1: That the following programs be removed from the list of non-viable programs and continued:

1. Alabama A&M University (AAM): Physical Education, BS, CIP 13.1314 (Three-year average: 16; Viability standard for baccalaureate: 7.5)
2. The University of Alabama (UA): Operations Management, MS, MSC, CIP 52.1301 (formerly Management Science, MA, MSC) (Three-year average: 6.33; Viability standard for master's: 3.75)
3. Lawson State Community College (LAW): Office Administration, AAS, CIP 52.0401 (Three-year average: 15; Viability standard for associate: 7.5)

Rationale:

1. The programs surpassed the viability standard during the review period 2003-05 stipulated by the waivers.
2. The institutions provided reports on measures to improve program productivity and the outcome of these measures, as required by the Commission.

Staff Recommendation 2:

That the following programs be granted an extension of the waiver of non-viability and monitored for the period 2006 through 2009. At the end of the review period, the programs will be phased out unless they are viable or a waiver request is granted by the Commission. The programs will be considered by the Commission after June 30, 2009.

1. AAM: Agricultural Science, BS, CIP 01.0000 (Three-year average: 4.67/Viability standard for baccalaureate: 7.5; 2006 completions: 9)
2. AAM: Animal Science, BS, CIP 01.0901 (Three-year average: 3/Viability standard for baccalaureate: 7.5; 2006 completions: 6)
3. AAM: Music Education, BS, CIP 13.1312 (Three-year average: 6.66; Viability standard for baccalaureate: 7.5; 2006 completions: 11)
4. LAW: Criminal Justice, AAS, CIP 43.0107 (Three-year average: 5/Viability standard for associate: 7.5; 2006 completions: 8)

Rationale:

1. The programs demonstrated progress toward achieving the viability standard during the review period 2003-05 stipulated in the waivers.
2. The institutions provided reports on measures to improve program productivity and the outcome of these measures, as required by the Commission.

Background:

On February 21, 2003, the Commission approved waiver requests from several institutions for programs not meeting viability standards. For some of these programs the Commission staff was to continue monitoring the programs' productivity for an additional three years. At the end of the three year period (March 2006), the institutions were to submit reports describing the results of implementing strategies to improve the programs' productivity. The programs receiving this limited waiver of non-viability are listed below.

Alabama A&M University (AAM):

1. Agricultural Science, BS, CIP 01.0000 (formerly 02.0101)
2. Animal Science, BS, CIP 01.0901 (formerly 02.0201)
3. Music Education, BS, CIP 13.1312
4. Physical Education, BS, CIP 13.1314

Athens State University (ASC)

Instrumentation Technology, BS, CIP 41.9999

Central Alabama Community College (CEN):

Heating and Air Conditioning, Certificate, CIP 47.0201

Lawson State Community College (LAW):

1. Electronic Engineering Technology, AAS, CIP 15.0303
2. Criminal Justice, AAS, CIP 43.0107
3. Office Administration, AAS, CIP 52.0401

Snead State Community College (SND):

Business, AAS, CIP 52.0201

Trenholm State Technical College (TRT):

Dental Laboratory Technology, AAT, Certificate, CIP 51.0603

The University of Alabama (UA):

Operations Management, MS, MSC, CIP 52.1301 (formerly Management Science, MA, MSC)

The reports required by the waiver approval have been received and reviewed by the staff. Reports from two-year institutions were submitted through the Alabama Department of Postsecondary Education. Measures to improve productivity that were reported by the institutions are listed in Appendix A. Other outcomes of the review are listed below.

Institutions requested the deletion of the following programs from the Commission's Academic Program Inventory:

1. ASC: Instrumentation Technology, BS, CIP 41.9999 (Deletion date: September 22, 2006)
2. CEN: Heating and Air Conditioning, Certificate, CIP 47.0207 (Deletion date: June 22, 2007)
3. LAW: Electronic Engineering, AAS, CIP 15.0303 (Deletion date: June 22, 2007)
4. SND: Business, AAS, CIP 52.0201 (Deletion date: June 22, 2007)
5. TRT: Dental Lab Technology, AAT, Certificate, CIP 51.0603 (Deletion date: June 24, 2005)

Institutions reported that the following programs met the viability standard during the monitoring period, because of measures that were implemented to improve productivity and other factors:

1. AAM: Physical Education, BS, CIP 13.1314 (Three-year average: 16; Viability standard for baccalaureate: 7.5)
2. UA: Operations Management, MS, MSC, CIP 52.1301 (formerly Management Science, MA, MSC) (Three-year average: 6.33; Viability standard for master's: 3.75)
3. LAW: Office Administration, AAS, CIP 52.0401 (Three-year average: 15; Viability standard for associate: 7.5)

Institutions reported on measures to improve program productivity and requested that the following programs be continued:

1. AAM: Agricultural Science, BS, CIP 01.0000 (Three-year average: 4.67/Viability standard for baccalaureate: 7.5; 2006 completions: 9)
2. AAM: Animal Science, BS, CIP 01.0901 (Three-year average: 3/Viability standard for baccalaureate: 7.5; 2006 completions: 6)

3. AAM: Music Education, BS, CIP 13.1312 (Three-year average: 6.66; Viability standard for baccalaureate: 7.5; 2006 completions: 11)
4. LAW: Criminal Justice, AAS, CIP 43.0107 (Three-year average: 5/Viability standard for associate: 7.5; 2006 completions: 8)

Supporting Documentation:

1. Reports Submitted by the Institutions. Available upon request.
2. Alabama Commission on Higher Education, "Approval of Recommendations on Requests for Waivers of Non-Viability," February 21, 2003. Available upon request.

Attachment I

**Summary of Measures to Improve Productivity Reported by the Institutions
for Programs Granted Limited Waivers**

Alabama A&M University:

1. Agricultural Science, BS, CIP 01.0100 (IPEDS average for review period: 4.66; 2006 completions: 9)
 - Decentralized recruitment and admission of undergraduate students that resulted in the more direct involvement of the faculty in the recruitment of students in their disciplines.
 - Distributed scholarship funds to the schools so that the faculty can immediately offer scholarships to qualified students they encounter at fairs and other recruitment activities.
 - Established recruitment and retention goals by the current administration.
2. Animal Science, BS, CIP 01.0901 (IPEDS average for the review period: 3; 2006 completions: 6)
 - Decentralized recruitment and admission of undergraduate students that resulted in the more direct involvement of the faculty in the recruitment of students in their disciplines.
 - Distributed scholarship funds to the schools so that the faculty can immediately offer scholarships to qualified students they encounter at fairs and other recruitment activities.
 - Established recruitment and retention goals by the current administration.
3. Music Education, BS, CIP 13.1312 (IPEDS average for the review period: 6.66; 2006 completions: 11)
 - Decentralized recruitment and admission of undergraduate students that resulted in the more direct involvement of the faculty in the recruitment of students in their disciplines.
 - Distributed scholarship funds to the schools so that the faculty can immediately offer scholarships to qualified students they encounter at fairs and other recruitment activities.
 - Established recruitment and retention goals by the current administration.
4. Physical Education, BS, CIP 13.1314 (IPEDS average for review period: 16)
 - Began a vigorous recruiting program in 2000 to encourage students entering the university to consider a major in physical education.
 - In 2003, following the Commission's granting of a waiver, the program was elevated to departmental status under the direct leadership of persons academically qualified to oversee the program; the program previously had been operated under the Curriculum and Instruction administrative unit.
 - A more formalized advising system was developed and implemented in 2000 when the freshmen recruiting program was initiated.

Lawson State Community College:

1. Office Administration, AAS, CIP 52.0401 (IPEDS average for review period: 15; 2006 completions from IPEDS: 15)
 - Program was merged with a similar program from Bessemer State Technical College when the institutions were merged.
2. Criminal Justice, AAS, CIP 43.0107 (IPEDS average for review period: 5; 2006 completions from IPEDS: 8)
 - Hired a full-time instructor.
 - Improved academic advising procedures, including improving the scheduling process and the professional development for all academic advisors.
 - Development of a criminal justice/pre-law/political science club in an effort to improve retention and to encourage career law enforcement agencies to pursue a degree.
 - Establishment of dual enrollment courses in criminal justice for local high school students.
 - These measures have resulted in the program surpassing the viability standard in 2005 (9) and 2006 (8).

The University of Alabama:

Operations Management, MS, MSC, CIP 52.1301 (formerly Management Science, MA, MSC) (IPEDS average for review period: 6.33; 2006 completions from IPEDS: 9)

- Proposed a name and degree nomenclature change to more accurately reflect the nature of the program (accepted by the Commission 9/23/05 and 11/10/05). The new name, Operations Management, presented a more recognizable brand to students and employers.
- Offered the program both on campus and online.
- Developed a joint degree available to MBA students in the Management Information Systems of Supply Chain MBA options.
- Obtained approval to participate in the University Scholars program, which aided in recruiting promising undergraduate students to the master's program.
- Updated the program's website, making sure it was linked to appropriate pages on the university website. This update aided in marketing the program on the internet.
- Sought to diversify job opportunities for students by faculty contact with representatives of the growing automobile industry, as well as other related fields such as Logistics, Transportation, Distribution, and Supply Chain Management.
- Involved students with the Alabama Productivity Center, which provided work experience and financial support for master's students.

DECISION ITEM E-1: Enterprise-Ozark Community College, New Off-Campus Site at Goodrich Aerostructures, Foley

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the following new off-campus site for Enterprise-Ozark Community College.

Proposal: Enterprise-Ozark Community College (ENT) plans to offer courses at the following new off-campus site beginning in July 2007:

Goodrich Aerostructures, Foley

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

Supporting Documentation:

1. Proposal for New Off-Campus site at Goodrich Aerostructures, Foley, attached.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: Enterprise-Ozark Community College
Administrator Responsible for Site
Name & Title: Dr. Matthew Hughes, Dean of Technical Education
Telephone: (334) 774-5113 ext. 3600
Fax: (334) 774-6399
E-Mail: mhughes@eocc.edu

Contact Person at Site If Other Than Administrator Above
Name & Title:
Telephone:
Fax:
E-Mail:
Location of Proposed Site
Facility: Goodrich Aerostructures
Street Address: 1300 West Fern Ave.
City: Foley
When will you begin offering instruction at this site?

County: Baldwin

Jul-07

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

EH 4/27/07

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

Certification

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

Stafford L. Thompson
 Signature of President/Chancellor:

Date: March 21, 2007

COURSE LIST

The institution will develop its schedule at this new site each term from the following list of courses.

Courses (Include Number & Title)
AMT 100, Technical Preparation
AMT 102, Materials and Processes

Add additional rows if needed.

DECISION ITEM E-2: Wallace State Community College (Hanceville) New Off-Campus Site at Northeast Alabama Community College, Rainsville

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the following new off-campus site for Wallace State Community College (Hanceville).

Proposal: Wallace State Community College (Hanceville) (WSH) plans to offer courses at the following new off-campus site beginning in Fall 2007:

Northeast Alabama Community College, Rainsville

Discussion: A WSH official has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up reports will be sent. The institutional certification was reviewed and transmitted by the Alabama Department of Postsecondary Education.

WSH is uniquely qualified to provide the listed off-campus courses because of its experience in the delivery of allied health courses away from its campus. Equipment for the courses will be provided by Northeast Alabama Community College.

Supporting Documentation:

1. Proposal for New Off-Campus site at Northeast Alabama Community College, Rainsville, attached.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: Wallace State Community College
Administrator Responsible for Site
 Name & Title: Nancy Corser, Dean of Health Sciences
 Telephone: 1-256-352-8306
 Fax: 1-256-352-8311
 E-Mail: nancy.corser@wallacestate.edu
Contact Person at Site If Other Than Administrator Above
 Name & Title: Mike Kennamer, Director of Workforce Development
 Telephone: 256-228-6007 Ext. 291
 Fax: 1-256-228-7247
 E-Mail: kennamerm@nacc.edu
Location of Proposed Site
 Facility: Northeast Alabama Community College
 Street Address: 138 Alabama Highway 35 West
 City: Rainsville, AL
 County: Dekalb
When will you begin offering instruction at this site? Fall, 2007

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

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

Certification

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

Signature of President/Chancellor:

Vikki P. Hawsey

Date:

2/27/07

DECISION ITEM F-1: Jacksonville State University, Addition of Concentrations to the Existing Master of Science in Computer Systems and Software Design (CIP 11.0101)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed concentrations as reasonable extensions/alterations of an existing program.

Background: Jacksonville State University (JSU) currently has the Master of Science degree in Computer Systems and Software Design at CIP 11.0101 in the Academic Program Inventory. JSU proposes the addition of concentrations in High Performance and Scientific Computing, Information Security and Assurance, Visualization and Image Processing, and Web Technologies and Development to the program.

The program with the proposed concentrations will each require a total of 27-30 semester hours (sh):

Program Core	15 sh
Studio Component	6 sh
Electives	6-9 sh

According to information submitted by JSU, the proposed changes to the Master of Science in Computer Systems and Software Design program are primarily a redefining of the existing requirements to assist students in seeking employment. A concentration identifies an area of emphasis for the research conducted during the studio phase. The titles selected for concentrations are indicative and descriptive of current trends in information technology. According to JSU, the changes will improve employment opportunities for graduates of the program.

The staff recommends that the proposed concentrations be approved as reasonable extensions/alterations of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM F-2: Troy University, Addition of a Concentration in International Economic Development to the Existing Master of Business Administration (CIP 52.0201)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed concentration as a reasonable extension/alteration of an existing program.

Background: Troy University (TROY) currently has the Master of Business Administration at CIP 52.0201 in the Academic Program Inventory. TROY proposes the addition of a concentration in International Economic Development to the program.

According to information submitted by TROY, the new concentration in International Economic Development requires the same core courses already in place in the existing Master of Business Administration program. Twelve semester hours (sh) of the degree program will comprise the concentration area (50 percent).

The program with the proposed concentration will require a total of 36 semester hours (sh):

Business Core	18 sh
Concentration	12 sh
Electives	6 sh

The staff recommends that the proposed concentration be approved as reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM F-3: The University of Alabama at Birmingham, Addition of a Track in Middle School Mathematics to the Existing Bachelor of Science in Mathematics (CIP 27.0101)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed track as a reasonable extension/alteration of an existing program.

Background: The University of Alabama at Birmingham (UAB) currently has the Bachelor of Science degree in Mathematics at CIP 27.0101 in the Academic Program Inventory. UAB proposes the addition of a track in Middle School Mathematics to the program.

According to information submitted by UAB, courses have been selected from existing Mathematics courses or designed specifically to focus on and address concepts appropriate for grades 4-8. The program with the track will require a total of 120 semester hours (sh). The planned new track for middle school mathematics consists of eleven mathematics courses (33 sh) along with designated courses in the School of Education amounting to a second major (43 sh).

The program with the proposed track will require a total 120 (sh):

General Education	41 sh
Math Component	33 sh
Education Courses	43 sh
Electives	3 sh

According to additional information submitted by UAB, the proposed track in Middle School Mathematics is designed primarily for prospective teachers of middle school mathematics for grades 4–8. The addition of such a middle school track in the mathematics program at UAB is an acknowledgement of the inadequate numbers of qualified teachers of mathematics in grades 4–8 in the state of Alabama and the need for strengthened mathematical competence on the part of teachers and students at the middle school level.

The staff recommends that the proposed track be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM F-4: The University of Alabama at Birmingham, Addition of a Track in Medical Equipment and Supplies Distribution to the Existing Bachelor of Science in Industrial Distribution (CIP 52.0299)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed track as a reasonable extension/alteration of an existing program.

Background: The University of Alabama at Birmingham (UAB) currently has the Bachelor of Science degree in Industrial Distribution at CIP 52.0299 in the Academic Program Inventory. UAB proposes the addition of a track in Medical Equipment and Supplies Distribution to the program.

The program with the proposed track will require a total of 118 semester hours (sh):

General Education Core	41 sh
Business Core	47 sh
Industrial Distribution Core	17 sh
Track	13 sh

The proposed track in Medical Equipment and Supplies Distribution is designed to produce graduates who will meet the high and growing demands for industrial sales and distribution in the medical equipment and supplies industry as sales and marketing personnel.

According to information submitted by UAB, healthcare is currently one of the fastest growing industrial sectors in the industry. The demand for sales and distribution employees in the health care industry is high and growing. UAB is a center of health care in the state, and Birmingham is the location of major customers of medical equipment and supplies marketers.

The staff recommends that the proposed track be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM F-5: The University of Alabama at Birmingham, Addition of a Concentration in Philosophy and Political Economy within the B.A./B.S. in Economics (CIP 52.0601) and the B.A. in Philosophy (CIP 38.0101)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed concentration as a reasonable extension/alteration of an existing program.

Background: The University of Alabama at Birmingham (UAB) currently has the Bachelor of Arts and the Bachelor of Science degrees in Economics at CIP 52.0601 and the Bachelor of Arts degree in Philosophy at CIP 38.0101 in the Academic Program Inventory. UAB proposes the addition of a concentration in Philosophy and Political Economy.

The proposed concentration for the B.A./B.S. in Economics and the B.A. in Philosophy are as follows:

B.A. in Economics

General Education	41 sh
Social Sciences/Economics Core	36 sh
Concentration	21 sh

B.S. in Economics

General Education	41 sh
Business/Economics Core	59 sh
Concentration	21 sh

B.A. in Philosophy

General Education	41 sh
Arts & Humanities/Philosophy Core	24-27 sh
Concentration	24 sh

According to information submitted by UAB, the concentration is being proposed in response to recent disciplinary trends that recognize the related nature of economics, philosophy, and political economy.

The staff recommends that the proposed concentration be approved as reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM F-6: University of North Alabama, Addition of an Option in Culinary Arts to the Existing Bachelor of Science in Human Environmental Sciences (CIP 19.0101)

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Instruction

Staff Recommendation: That the Commission approve the proposed option as a reasonable extension/alteration of an existing program.

Background: The University of North Alabama (UNA) currently has the Bachelor of Science (BS) in Human Environmental Sciences at CIP 19.0101 in the Academic Program Inventory. UNA proposes the addition of an option in Culinary Arts to the program.

The program, which includes 41 semester hours (sh) in the general education core, will require a total of 131 sh with the proposed option.

Program core	30 sh
Courses shared with the Foods and Nutrition Option	12 sh
Proposed Option	27 sh
Supporting electives	21 sh

According to UNA officials, the proposed option is intended to serve students who desire culinary related employment, particularly at the management level. UNA cited industry data on the large need for managing chefs and food service managers in the growing industry of food preparation and service. The option will share 12 sh with the current option in Foods and Nutrition.

The staff recommends that the proposed option be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM F-7: The University of West Alabama, Addition of a Track in Criminal Justice to the Existing Bachelor of Arts and Bachelor of Science in Sociology (CIP 45.1101)

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: That the Commission approve the proposed track as a reasonable extension/alteration of an existing program.

Background: The University of West Alabama (UWA) currently has the Bachelor of Arts and Bachelor of Science in Sociology at CIP 45.1101 in the Academic Program Inventory. UWA proposes the addition of a track in Criminal Justice to the program.

According to information submitted by UWA, the proposed track requires the same core courses already in place in the existing Bachelor of Arts and Bachelor of Science programs in Sociology. Fifteen semester hours (sh) of the degree program will comprise the track area (50 percent).

The program with the proposed track will require a total of 30 semester hours (sh):

Programmatic Core	12 sh
Track	15 sh
Electives	3 sh

The staff recommends that the proposed track be approved as reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM A-1: Alabama Southern Community College, New Exempt Off-Campus Site at Alabama Southern LifeTech Institute, Thomasville

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Alabama Southern Community College (ALS) plans to offer courses at the following new exempt off-campus site beginning in Summer 2007:

Alabama Southern LifeTech Institute, Thomasville

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

The new off-campus site proposed by ALS is exempt from Commission approval by policy because it is located at a site within the State Board of Education approved service area.

Supporting Documentation:

1. Proposal for New Off-Campus site at Alabama Southern LifeTech Institute, Thomasville, attached.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: ALABAMA SOUTHERN COMMUNITY COLLEGE

Administrator Responsible for Site

Name & Title: David L. Clanton

Telephone: 334-636-0864

Fax: 334-636-5314

E-Mail: dreed@ascc.edu

Contact Person at Site If Other Than Administrator Above

Name & Title:

Telephone:

Fax:

E-Mail:

Location of Proposed Site

Facility: Alabama Southern LifeTech Institute

Street Address: 2117 Bashi Road

City: Thomasville

County: Clarke

When will you begin offering instruction at this site?

Summer 2007

Type of Site

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

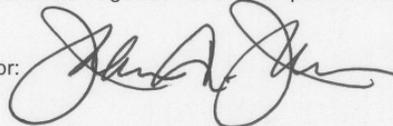
Note: Follow-up report is not required for individual study courses.

Certification

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

Signature of President/Chancellor:

Date: **3/1/07**



*Look
 2/4/2010*

INFORMATION ITEM A-2: Alabama Southern Community College, New Exempt Off-Campus Site at Wilcox Central High School, Camden

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Alabama Southern Community College (ALS) plans to offer courses at the following new exempt off-campus site beginning in Fall 2007:

Wilcox Central High School, Camden

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

The new off-campus site proposed by ALS is exempt from Commission approval by policy because it is located at a site within the State Board of Education approved service area.

Supporting Documentation:

1. Proposal for New Off-Campus site at Alabama Southern Wilcox Central High School, Camden attached.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: Alabama Southern Community College
Administrator Responsible for Site
Name & Title: Angelis Smith, Dean of Academic Support Services
Telephone: (334) 636-9642 Ext. 642
Fax: (334) 636-1380
E-Mail: asmith@ascc.edu
Contact Person at Site If Other Than Administrator Above
Name & Title: TBA
Telephone:
Fax:
E-Mail:
Location of Proposed Site
Facility: Wilcox Central High School
Street Address: Whiskey Run Road
City: Camden **County:** Wilcox
When will you begin offering instruction at this site? Fall 2007

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

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

Certification

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

Signature of President/Chancellor: 
 Date: **3-27-07**

COURSE LIST

Courses (Include Number & Title)	
BSS 090	Basic Study Skills
ENG 092A	Basic English I
MTH 090	Basic Mathematics
MTH 098	Elementary Algebra
IDS 299	Leadership 101
CIS 146	Microcomputer Applications
Humanities Elective (HIS 121 & PSY 200)	
ENG 101	English Composition I

INFORMATION ITEM A-3: Bevill State Community College, New Exempt Off-Campus Site at First Baptist Church of Mt. Olive, Mt. Olive

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Bevill State Community College (BEV) plans to offer courses at the following new exempt off-campus site beginning in Fall 2007:

First Baptist Church of Mt. Olive, Mt. Olive

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

The new off-campus site proposed by BEV is exempt from Commission approval by policy because it is located at site within the State Board of Education approved service area.

Supporting Documentation:

1. Proposal for New Off-Campus site at First Baptist Church, Mt. Olive, attached.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: Beville State Community College
Administrator Responsible for Site
Name & Title: Dr. Camilla Benton/Administrative Vice President
Telephone: 205-932-3221
Fax: 205-932-6974
E-Mail: cbenton@bscc.edu
Contact Person at Site If Other Than Administrator Above
Name & Title: Nancy Carlisle/Campus Associate Dean-Sumiton Campus
Telephone: 205.648.3271
Fax: 205.648-3311
E-Mail: nrcarlisle@bscc.edu
Location of Proposed Site
Facility: First Baptist Church of Mt. Olive
Street Address: 3200 Mt. Olive Road
City: Mt. Olive (35117) **County:** Jefferson
When will you begin offering instruction at this site?

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

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

Certification

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

Signature of President/Chancellor: 
 Date: 3-14-07

ok
 EA
 4/20/07

COURSE LIST

The institution will develop its schedule at this new site each term from the following list of courses.

Courses (Include Number & Title)
ACT 249 - PAYROLL ACCOUNTING (3-0-3)
ART 100 - ART APPRECIATION (3-0-3)
BIO 103 - PRINCIPLES OF BIOLOGY I (3-2-4)
BIO 104 - PRINCIPLES OF BIOLOGY II (3-3-4)
BIO 201 - HUMAN ANATOMY & PHYSIOLOGY I (3-2-4)
BIO 202 - HUMAN ANATOMY & PHYSIOLOGY II (3-2-4)
BIO 220 - GENERAL MICROBIOLOGY (2-4-4)
BUS 241 - PRINCIPLES OF ACCOUNTING I (3-0-3)
BUS 242 - PRINCIPLES OF ACCOUNTING II (3-0-3)
BUS 263 - THE LEGAL AND SOCIAL ENVIRONMENT OF BUSINESS (3-0-3)
BUS 271 - BUSINESS STATISTICS I (3-0-3)
BUS 272 - BUSINESS STATISTICS II (3-0-3)
CIS 146 - MICROCOMPUTER APPLICATIONS (3-0-3)
ECO 231 - PRINCIPLES OF MACROECONOMICS (3-0-3)
ECO 232 - PRINCIPLES OF MICROECONOMICS (3-0-3)
ENG 092 - BASIC ENGLISH I (3-0-3)
ENG 093 - BASIC ENGLISH II (3-0-3)
ENG 101 - ENGLISH COMPOSITION I (3-0-3)
ENG 102 - ENGLISH COMPOSITION II (3-0-3)
ENG 251 - AMERICAN LITERATURE I (3-0-3)
ENG 252 - AMERICAN LITERATURE II (3-0-3)
HIS 101 - WESTERN CIVILIZATION I (3-0-3)
HIS 102 - WESTERN CIVILIZATION II (3-0-3)
HIS 201 - UNITED STATES HISTORY I (3-0-3)
HIS 202 - UNITED STATES HISTORY II (3-0-3)
MTH 090 - BASIC MATHEMATICS (3-0-3)
MTH 091 - DEVELOPMENTAL ALGEBRA I (3-0-3)
MTH 098 - ELEMENTARY ALGEBRA (3-0-3)
MTH 100 - INTERMEDIATE COLLEGE ALGEBRA (3-0-3)
MTH 112 - PRECALCULUS ALGEBRA (3-0-3)
MTH 116 - MATHEMATICAL APPLICATIONS (3-0-3)
MTH 120 - CALCULUS AND ITS APPLICATIONS (3-0-3)
MUS 101 - MUSIC APPRECIATION (3-0-3)
OAD 101 - BEGINNING KEYBOARDING (3-0-3)
OAD 103 - INTERMEDIATE KEYBOARDING (3-0-3)
OAD 104 - ADVANCED KEYBOARDING (3-0-3)
OAD 125 - WORD PROCESSING (3-0-3)
OAD 126 - ADVANCED WORD PROCESSING (3-0-3)
OAD 130 - ELECTRONIC CALCULATIONS (3-0-3)
OAD 131 - BUSINESS ENGLISH (3-0-3)
OAD 138 - RECORDS/INFORMATION MANAGEMENT (3-0-3)
OAD 203 - LEGAL OFFICE PROCEDURES (3-0-3)
OAD 211 - MEDICAL TERMINOLOGY (3-0-3)
OAD 212 - MEDICAL TRANSCRIPTION (3-0-3)
OAD 214 - MEDICAL OFFICE PROCEDURES (3-0-3)
PHL 206 - ETHICS AND SOCIETY (3-0-3)
PHS 111 - PHYSICAL SCIENCE I (3-2-4)
PHS 112 - PHYSICAL SCIENCE II (3-2-4)
PSY 100 - ORIENTATION (1-0-1)
PSY 200 - GENERAL PSYCHOLOGY (3-0-3)

INFORMATION ITEM A-4: Drake State Technical College, New Exempt Off-Campus Site at Union Chapel Education Complex, Huntsville

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: J. F. Drake State Technical College (DRA) plans to offer courses at the following new exempt off-campus site beginning in Fall 2007:

Union Chapel Education Complex, Huntsville

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

The new off-campus site proposed by DRA is exempt from Commission approval by policy because it is located at a site within the State Board of Education approved service area.

Supporting Documentation:

1. Proposal for New Off-Campus site at Union Chapel Education Complex, Huntsville, attached.

Attachment 1

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: J. F. Drake State Technical College
Administrator Responsible for Site: Dr. John Reutter III
Name & Title: Dr. John Reutter III, Dean of Instruction
Telephone: (256) 551-3108
Fax: (256) 551-3151
E-Mail: jreutter@drakestate.edu
Contact Person at Site If Other Than Administrator Above
Name & Title: Freddie Martin, Coordinator, Trustees Ministry
Telephone: (256) 955-8330
Fax: (256) 551-3151
E-Mail: Freddie.martin@us.army.mil

Location of Proposed Site
Facility: Union Chapel Education Complex
Street Address: 315 Winchester Road NE
City: Huntsville **County:**

When will you begin offering instruction at this site?

Fall 2007

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

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

Certification

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

Signature of President/Chancellor:

John T. McElpini
 3/26/07

Date:

The institution will develop its schedule at this new site each term from the following list of courses.

Courses (Include Number & Title)
CUA100 Orientation to the Culinary Arts
CUA103 Diet Therapy
CUA105 Sanitation, Safety, and Design
CUA110 Basic Food Preparation
CUA111 Foundations in Nutrition
CUA112 Sanitation, Safety, and Food Service
CUA113 Table Service
CUA114 Meal Management
CUA115 Advanced Food Preparation
CUA122 Fundamentals of Quantity Cooking
CUA130 Chocolate and Truffles
CUA132 Fundamentals of Restaurant Operations
CUA134 Culinary French
CUA141 Food Production for Special Operations
CUA142 Specialty Breads
CUA150 Basic Culinary Lab
CUA165 Cake Decorating and Design
CUA173 Culinary Arts Apprenticeship
CUA181 & 182 Special Topics in Culinary Arts
CUA183 Culinary Art Sculpture
CUA201 Meat Preparation and Processing
CUA202 Aromatic and Flavoring Combinations
CUA203 Stocks and Sauces
CUA204 Foundations of Baking
CUA205 Introduction to Garde Manger
CUA206 Advanced Garde Manger
CUA208 Advanced Baking
CUA210 Beverage Management
CUA213 Food Purchasing and Cost Control
CUA214 International Cuisine
CUA215 Regional Cuisines of the Americas
CUA216 Plated Dessert Design
CUA217 Introduction to Pastries
CUA218 Advanced Pastries
CUA220 Introduction to Patisserie
CUA221 Advanced Patisserie
CUA241 Basic Culinary Lab II
CUA251 Menu Design
CUA260 Internship for Culinary Apprentice
CUA261 Culinary Apprenticeship Practicum
CUA262 Restaurant Management and Supervision
CUA271 Management of Food and Beverage Service
CUA281 Apprenticeship Qualifying Dinner
HSM105 Principles of Hospitality Management

The institution will develop its schedule at this new site each term from the following list of courses.

Courses (Include Number & Title)
CUA100 Orientation to the Culinary Arts
CUA103 Diet Therapy
CUA105 Sanitation, Safety, and Design
CUA110 Basic Food Preparation
CUA111 Foundations in Nutrition
CUA112 Sanitation, Safety, and Food Service
CUA113 Table Service
CUA114 Meal Management
CUA115 Advanced Food Preparation
CUA122 Fundamentals of Quantity Cooking
CUA130 Chocolate and Truffles
CUA132 Fundamentals of Restaurant Operations
CUA134 Culinary French
CUA141 Food Production for Special Operations
CUA142 Specialty Breads
CUA150 Basic Culinary Lab
CUA165 Cake Decorating and Design
CUA173 Culinary Arts Apprenticeship
CUA181 & 182 Special Topics in Culinary Arts
CUA183 Culinary Art Sculpture
CUA201 Meat Preparation and Processing
CUA202 Aromatic and Flavoring Combinations
CUA203 Stocks and Sauces
CUA204 Foundations of Baking
CUA205 Introduction to Garde Manger
CUA206 Advanced Garde Manger
CUA208 Advanced Baking
CUA210 Beverage Management
CUA213 Food Purchasing and Cost Control
CUA214 International Cuisine
CUA215 Regional Cuisines of the Americas
CUA216 Plated Dessert Design
CUA217 Introduction to Pastries
CUA218 Advanced Pastries
CUA220 Introduction to Patisserie
CUA221 Advanced Patisserie
CUA241 Basic Culinary Lab II
CUA251 Menu Design
CUA260 Internship for Culinary Apprentice
CUA261 Culinary Apprenticeship Practicum
CUA262 Restaurant Management and Supervision
CUA271 Management of Food and Beverage Service
CUA281 Apprenticeship Qualifying Dinner
HSM105 Principles of Hospitality Management

INFORMATION ITEM A-5: Reid State Technical College, New Exempt Off-Campus Site at Jefferson Davis Community College, Atmore

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: Reid State Technical College (REI) plans to offer courses at the following new exempt off-campus site beginning in Fall 2007:

Jefferson Davis Community College, Atmore

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

The new off-campus site proposed by REI is exempt from Commission approval by policy because it is located at a site within the State Board of Education approved service area.

Supporting Documentation:

1. Proposal for New Off-Campus site at Jefferson Davis Community College, Atmore, attached.

Attachment 1

Alabama Commission on Higher Education

The institution **PROPOSAL FOR A NEW OFF-CAMPUS SITE** the following list of courses.

SITE INFORMATION

Institution: Reid State Technical College
Administrator Responsible for Site
Name & Title: Dr. William C. Robbins, Dean of Instruction
Telephone: (251) 578-1313 ext. 144
Fax: (251) 578-5355
E-Mail: wcrobbins@rstc.cc.al.us
Contact Person at Site If Other Than Administrator Above
Name & Title: Dr. Latitia McCane, Associate Dean of Instructor
Telephone: (251) 368-7612
Fax: (251) 368-7667
E-Mail: latitia.mccane@jdcc.edu

Location of Proposed Site

Facility: Jefferson Davis Community College
Street Address: 6574 Highway 21 North
City: Atmore **County:** Escambia

When will you begin offering instruction at this site? Fall 2007

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

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

Certification

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

Signature of President/Chancellor: *Donna M. Little*

Date: 3/14/07

*site at
 rd 2/14/07*

INFORMATION ITEM B: The University of Alabama: Establishment of the Center for Ethics & Social Responsibility

Staff Presenter: Ms. Margaret Pearson
Academic Program Review Analyst

Staff Recommendation: For information only.

Proposal: The University of Alabama System reports the establishment of the Center for Ethics & Social Responsibility at the University of Alabama (UA).

Discussion: According to information submitted by UA, the overall mission for this Center is to support the study of ethics and develop projects to nurture social responsibility. The major focus of its work is on the development of programs to serve the campus (faculty, staff, students and administrators), the community, and the state by offering programs, tools, and support in the areas of ethics, social responsibility, moral development and civic engagement.

The Center will seek to better connect social responsibility and ethical development to the academic mission of the university. It will aid the development and implementation of such activities as the moral forum.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Review of Programs and Other Units of Instruction, Section .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM C: Jacksonville State University, Curriculum Changes to the Bachelor of Science in Computer Science, CIP 11.0101

Staff Presenter: Mrs. Ellen Haulman
Staff Associate for Academic Affairs

Staff Recommendation: For information only.

Background: Jacksonville State University (JSU) reports that it has made non-substantive changes to the curriculum for the Bachelor of Science in Computer Science at CIP 11.0101.

The curriculum changes include the addition of emphases within each of the three majors currently offered in this degree. In addition, there are minor changes to required courses.

The purpose of the curriculum changes is to update the program to reflect current market trends, to respond to student needs, and to prepare students to enter career fields that have been newly established as a result of changing technology.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Review of Programs and Other Units of Instruction, Section .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM D-1: The University of Alabama at Birmingham,
Establishment of the Center for Neurodegeneration and
Experimental Therapeutics

Staff Presenter: Mrs. Ellen Haulman
Staff Associate for Academic Affairs

Staff Recommendation: For information only.

Background: The University of Alabama System reports the establishment of the Center for Neurodegeneration and Experimental Therapeutics at the University of Alabama at Birmingham (UAB).

The overall mission of this Center is to promote the discovery of novel treatments for neurodegenerative disorders, to teach scientists and clinicians about these diseases, and to facilitate the application of these discoveries to clinical care of patients. The neurodegenerative disorders include Alzheimer's disease, Parkinson's disease, Huntington's disease, and Lou Gehrig's disease.

The Center will allow for increased coordination among disciplines at UAB such as neurology, neurobiology, psychiatry, psychology, neurosurgery, neuropathology, and physical medicine. It is expected that the Center will ultimately result in improved procedures for diagnosis and treatment of neurodegenerative disorders.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Review of Programs and Other Units of Instruction, Section .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM D-2: The University of Alabama at Birmingham,
Establishment of the Division of Critical Care and
Perioperative Medicine in the Department of
Anesthesiology

Staff Presenter: Mrs. Ellen Haulman
Staff Associate for Academic Affairs

Staff Recommendation: For information only.

Background: The University of Alabama System reports the
establishment of the Division of Critical Care and
Perioperative Medicine at the University of Alabama at
Birmingham (UAB).

The Division of Critical Care and Perioperative Medicine is being established within the Department of Anesthesiology to serve as a function focal point for the provision of state-of-the-art clinical care to critically ill patients, the facilitation and optimization of perioperative care, and the enhancement of cutting-edge research aimed at improving the management of the critical illness disease process.

According to the Commission's operational definitions, administrative changes at the department level, which do not result in a more prominent unit of instruction, do not require Commission approval but are required to be submitted as information items prior to implementation. In the medical and dental areas at UAB, divisions are less prominent units than departments and are equivalent to departments at other institutions. Therefore, this reorganization falls within the guidelines for those administrative changes that can be submitted to the Commission as information items.

Supporting Documentation: 1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Review of Programs and Other Units of Instruction, Section .06. Available upon request.

2. Written unpublished documentation provided by the institution. Available upon request.

- INFORMATION ITEM D-3:** The University of Alabama at Birmingham.
Implementation of an Intensive 24-36 Month Curriculum
in the Master of Science in Nursing Program.
- Staff Presenter:** Ms. Margaret Pearson
Academic Program Review Analyst
- Staff Recommendation:** For information only.
- Background:** The University of Alabama at Birmingham (UAB) plans to implement an intensive 24-36 month curriculum in the existing Master of Science in Nursing program.
- According to information submitted by UAB, the institution is restructuring the existing MSN curriculum to address the nursing shortage that exists throughout the state. Students with baccalaureate degrees in other fields will have the opportunity to complete the MSN in a concentrated amount of time. UAB's primary goal is to recruit and retain a talented pool of nursing applicants currently leaving the state seeking accelerated curricula. This effort is in collaboration with the UAB Health System, which has provided funding in the amount of \$1 million to support its implementation.
- Supporting Documentation:**
1. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM E-1: Program Meeting Post-Implementation Conditions:
Gadsden State Community College, Certificate in
Masonry (CIP 46.0101)

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: That the Commission receive this report documenting
that the program meets the post-implementation
conditions adopted at the time of the Commission
approval of the program.

Background: The post-implementation report for this program has
been reviewed by the staff and has been found to meet
the conditions adopted at the time of the Commission
approval of the program.

Supporting Documentation: 1. Unpublished post-implementation report and update
submitted by Gadsden State Community College.
Available upon request.

Summary of Report on Post-Implementation Conditions

Gadsden State Community College

Program: Masonry, Certificate, CIP 46.0101

Approved by Commission: October 12, 2001, to serve a need at St. Clair Correctional Facility

Proposed Implementation Date: January 2002

Actual Implementation Date: January 2002

Post-Implementation Conditions:

- 1) That the annual average full-time equivalent (FTE) enrollment for the first five years be at least 9, based on the proposal.
- 2) That the average number of graduates for the Academic Years 2002-03 through 2006-07 will be at least 9, based on the proposal.
- 3) That a follow-up survey will be conducted after the first five years which will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Masonry, Certificate, CIP 46.0101	Enrollment (FTE)	Average Graduates (2002-03 through 2006-07)	Percentage of Graduates Employed in Field
Required	9	9	75%
Reported	17.6	11	100%

- Condition 3: This program is located at the St. Clair Correctional Facility. The related employment rate is calculated on individuals (two) who have been released from incarceration.
- Condition 4: The program provides education and technical training that prepares individuals to enter the workforce with master skills needed in masonry. According to student/inmate information provided by the St. Clair Correctional Facility, of all the graduates of the Masonry certificate program, 18 are still incarcerated at St. Clair, 18 were transferred to another prison, and 2 were paroled and were working in masonry.

<u>INFORMATION ITEM E-2:</u>	<u>Program Meeting Post-Implementation Conditions: Jacksonville State University, Bachelor of Science in Emergency Management (CIP 49.9999)</u>
<u>Staff Presenter:</u>	Mrs. Ellen E. Haulman Staff Associate for Academic Affairs
<u>Staff Recommendation:</u>	That the Commission receive this report documenting that the program meets the post-implementation conditions adopted at the time of the Commission approval of the program.
<u>Background:</u>	The post-implementation report for this program has been reviewed by the staff and has been found to meet the conditions adopted at the time of the Commission approval of the program.
<u>Supporting Documentation:</u>	1. Unpublished post-implementation report and update submitted by Jacksonville State University. Available upon request.

Summary of Report on Post-Implementation Conditions

Jacksonville State University

Program: Emergency Management, Bachelor of Science, CIP 49.9999

Approved by Commission: October 12, 2001

Proposed Implementation Date: Spring 2002

Actual Implementation Date: February 2002

Post-Implementation Conditions:

- 1) That the annual average full-time equivalent (FTE) enrollment for the first five years will be at least 20, based on the proposal.
- 2) That the average number of graduates for the Academic Years 2004-05 through 2006-07 will be at least 9, based on the proposal.
- 3) That a follow-up survey will be conducted after the first five years which will show that at least 75 percent of the graduates were successful in acquiring related employment.
- 4) That information regarding an overall assessment of the program be provided, particularly as related to objectives and assessment measures stated in the proposal.

Emergency Management, CIP 44.9999	Enrollment (FTE)	Average Graduates (beginning 2004-05)	Percentage of Graduates Employed in Field
Required	20	9	75%
Reported	61.67	12.3	93.9%

- Condition 2: Based on the time-frame specified for the post-implementation report terms, the program has had 37 graduates, an average of 12.3 graduates per year. An additional 16 graduates are anticipated for the Spring 2007 term.
- Condition 3: According to the report, a survey of graduates was conducted via telephone, email, in-person meeting or mail survey. Survey results established the employment status of 80 percent of graduates. Of these individuals, 93.9 percent stated that they had acquired emergency management related employment. Of the two who indicated they had not acquired employment in an emergency management related field, one is currently continuing with higher education goals by pursuing graduate level coursework in the field.

- Condition 4: The following overall assessment of the program was provided in the report:

Overall, our assessment indicates that the program is successfully meeting the objectives specified in the proposal. Students are obtaining the knowledge and skills necessary to successfully perform duties necessary in emergency management related employment.

Student outcome objectives specified in the proposal correspond to the degree program's overall curriculum design towards preparation of students for emergency management related careers in the public, private and/or non-profit sectors. The interdisciplinary curriculum of the Bachelor of Science in Emergency Management program blends theoretical perspectives with professional practice.

In-depth knowledge of emergency management procedures and practices, including the importance of networking, community education, collaboration, and communication with diverse constituencies and decision-making bodies - for mitigation, preparedness, response, and recovery considerations for natural or human induced (e.g., terrorism) events - are emphasized and linked to concepts for practical application. Curriculum is developed and continually evaluated and updated to ensure program objectives are being met.

Ongoing assessment of the program overall has been achieved via:

- Student course content and instructional evaluations each term;
- Student surveys;
- Instructor surveys;
- Student telephone or in-person interviews;
- Instructor interviews;
- Written evaluations;
- Online discussion, research papers/projects and in-class feedback;
- Student internship evaluations;
- Employment procurement;
- External review of prospective and actual employers in the field;
- Periodic review by established professionals in the field;
- Faculty/staff participation in conferences to stay abreast of needs of the field; and
- Ongoing curriculum review.

As a result of program assessment results, existing courses are modified and 14 new undergraduate courses have been developed to reflect the evolving needs of the field. New courses in emergency management reflect both governmental restructuring in the U.S. and ever-expanding mitigation, preparedness, response and recovery needs to natural or human-induced events of the world.

Significant interest in the program continues to be realized. We have had students from all over the globe interested in this program, and, to-date, our Bachelor of Science in Emergency Management students can be found in North America, Asia, Europe and Antarctica.

Many of our students actively responded to major emergency and disaster events that have occurred. Feedback from students over the impact this educational program has had on emergency planning and response in local emergency management work-related goals and objectives has been significant. Instructors frequently receive confirmation from students working in the field how

acquired knowledge is applied and subsequently beneficial to the duties of the position.

As most of our students are mid-career professionals, the distance learning format of the program has been significant in the ability of these individuals to pursue their academic goals. One of the best forms of evidence we have that this is a successful program can be found in the feedback and actions of our current and former students. A portion of new student interest and enrollment is the direct result of recruitment by present and graduated students. Some positive thoughts shared by students include:

"...I'm proud of my accomplishments with this program, and moreover, I'm glad that this program exists within my chosen career track. It will only help me progress upwards, making me more marketable and ultimately financially secure. It is programs such as IEP that will help meet the existing demand for experienced/knowledgeable Emergency Management personnel and offer novices a way of entering this ever-changing and expanding field."

- Don Wise, Class of 2006

"No where else was I able to find a degree program custom designed to my particular career choice. I ...have been able to use skills learned in EVERY class in my everyday profession."

*-Deborah R. Conner
Current BS-Emergency Management Student*

"I have found my EM online classes at JSU to be very challenging, often more so than traditional classes. The interaction with many different people around the country enhanced the learning environment greatly through shared experiences. For instance, one the west coast, students would get first-hand reports from firefighters/students, and public safety workers/students who were directly involved in the many wildfires that devastated California in the past couple of years. On the east coast, those involved in hurricane response and recovery shared their experiences. Much of what was learned extended beyond the' classroom.' I would recommend this type of learning experience to anyone with the self discipline to put forth the time required to extract the lessons that are given in an ever-changing environment."

-Sherry Shows, Class of 2005 BS-Emergency Management; Class of 2006 MS-Emergency Management

"After taking a fifteen year break between high school and college, I had quite a few concerns when I started planning on my return to school the Fall 2004 semester. Those concerns were alleviated as soon as I made contact with the advisors for the Emergency Management program. The few questions that I couldn't find answers for on the website were answered almost immediately by the advisors. Once I started the semester, I found the classes challenging and the instructors quite helpful and flexible, which makes going to school full-time and working rotating shifts possible. I should have done this years ago!"

*-Rob Hiltner
Current BS-Emergency Management Student*

"Having access to the classes 24 hours a day/7 days a week is a benefit if you have a job working shift work, like I do."

-Carrie Bennett, Class of 2006

"Given my circumstances, the online course format is ideal. The instructors have demonstrated expertise in the field and an enthusiasm for sharing their knowledge."

*-Harry Davis
Current BS-Emergency Management Student*

"...Classes about \$600...Books about \$75...Learning Experience priceless..."
-Gwendolyn Walker, Class of 2006

"I really enjoy being able to meet people from all over the country who share a lot of the same goals as I do and who are also currently working in emergency services. Those interactions are just as important as the content of the courses themselves."

*-Cheryl Carlyss
Current BS-Emergency Management Student*

"Learning online at JSU is amazingly more interactive than the traditional classroom environment as material covered is challenging, discussions have interest and depth, and 'human' resources (knowledge and perspectives) are priceless."

-Andre Jones, Class of 2006

"I have participated in several of the online courses and have enjoyed each one. The instructors are well-informed and strive to provide the best experience possible. ...The online courses provide a complete education at the convenience of your computer desktop. The online format allows time for the material to be absorbed and the interaction between students in very diverse locations is very valuable as well. Thank you for offering this degree in the career I have chosen. It is truly unique and inspiring."

*-Helen Straughn
Current BS-Emergency Management Student*

Finally, Lynn Freeman, Class of 2005 Bachelor of Science in Emergency Management, Class of 2006 Master of Science in Emergency Management, has recently had an article entitled "Warning Responses" accepted for publication in the *Journal of Emergency Management*.

INFORMATION ITEM F: Changes to the Academic Program Inventory

Staff Presenter: Mrs. Ellen Haulman
Staff Associate for Academic Affairs

Staff Recommendation: For information only.

Background: According to the Commission's definitions relating to program review (Alabama Administrative Code, Chapter 300-2-1, Review of Programs & Other Units of Instruction), additions and certain extensions or alterations of units and programs of instruction must be submitted as information items not requiring Commission approval. Examples of information items, according to the operational definitions, include: 1) changes in program titles or CIP codes or degree nomenclatures at the same level (except doctoral) provided no changes in program requirements, content, or objectives are made, and provided the new nomenclature replaces the current designation; 2) programs placed on inactive status or deleted from the Academic Program Inventory; 3) change in award for completion from Diploma to Associate in Applied Technology in technical colleges provided certain conditions are met; 4) change in award for completion from Associate in Applied Technology to Associate in Applied Science in technical colleges provided certain conditions are met; and 5) change in award for completion from Diploma and/or Certificate to Associate in Applied Science in community colleges.

Supporting Documentation:

1. Academic Program Inventory. Available on Commission's Website: www.ache.state.al.us.
2. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction in Review of Programs & Other Units of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
3. Written unpublished documentation provided by the institutions. Available upon request.

A. Program Inventory Deletions

Institutions may voluntarily elect to delete program entries/awards from the Commission's Academic Program Inventory. However, institutions understand that these programs/awards cannot be reinstated to the Academic Program Inventory in the future without undergoing the regular process for new program review and approval.

<u>Central Alabama Community College:</u>	47.0201 Heating and Air Conditioning, C
<u>Lawson State Community College:</u>	15.0303 Electronic Engineering, AAS
<u>Snead State Community College:</u>	52.0201 Business, AAS
<u>University of South Alabama:</u>	51.2306 Occupational Therapy, BS
<u>Wallace State Community College (Hanceville):</u>	51.0805 Pharmacy Technology, C

B. Changes in CIP Codes, Program Titles, or Degree Nomenclature

The following changes in CIP codes, program titles, or degree nomenclature represent no changes in program requirements, content, and objectives and are recommended as information items.

Note: "Strike Outs" indicate original CIP code, program title, or degree nomenclature and "Underlines" indicate changes.

<u>Alabama A&M University:</u>	04.1199 <u>01.9999</u> Plant Science <u>Plant and Soil Science</u> , MS
	19.0101 General Home Economics <u>Family and Consumer Sciences</u> , MS
<u>University of Alabama at Birmingham:</u>	50.0404 <u>50.0501</u> Theatre, BA

INFORMATION ITEM G: Implementation of Approved Programs

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: For information only.

Background: Commission guidelines state that a new program should be implemented in accordance with the timeline presented in the proposal. They further state that any institution having an approved program must notify the Commission in writing when the program is implemented (that is, when the institution has admitted the first student or students into the program). The institution also must notify the Commission in writing if the stated date or academic term of implementation changes. If the program is not implemented within 24 months of the date of approval, regardless of whether the Commission has been notified of the delay, the approval will expire, and the program will be removed from the Commission's Academic Program Inventory. Once an approval has expired, an institution must submit a new program proposal and receive Commission approval of the new proposal in order to offer the program.

Programs Implemented: In accordance with these guidelines, the following institutions have sent notification that the programs listed have been implemented.

Jefferson State Community College

Program: Automotive Manufacturing Technology,
AAS/Certificate, CIP 15.0613
Approval date: June 16, 2006
Implementation date: January 2007 (delayed)
Post-implementation report deadline: February 1, 2012
(adjusted)

Programs Not Implemented: Commission approval has expired for the following program that was not implemented by the implementation deadline.

None.

Supporting Documentation: "Guidelines on Implementation of a New Program," adopted by the Commission on October 12, 2001, revision approved on September 23, 2005. Available upon request.

INFORMATION ITEM H: Implementation of New Certificate Programs (Less than or Equal to 29 Semester Hours) in Selected Fields at Various Two-Year Colleges

Staff Presenter: Mrs. Ellen Haulman
Staff Associate for Academic Affairs

Staff Recommendation: For information only.

Background: The Alabama Department of Postsecondary Education reports the approval of short certificate programs (less than or equal to 29 semester hours) at the following two-year colleges in the fields of study listed below.

Drake State Technical College

<u>Field of Study</u>	<u>CIP Code</u>
Culinary Arts	12.0503
Hospitality Services	12.0503

Wallace State Community College (Hanceville)

<u>Field of Study</u>	<u>CIP Code</u>
Pharmacy Technology	51.0805

Commission policy requires that new short certificates be presented to the Commission by information item. Such certificates are not listed in the Commission's Academic Program Inventory since they do not require Commission review and approval.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the Alabama Department of Postsecondary Education. Available upon request.